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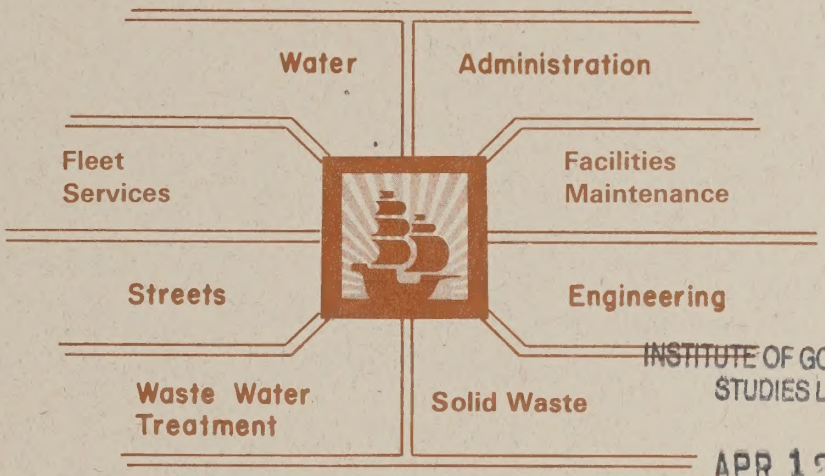
Department of
Public Works



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City of Santa Maria

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CITY OF SANTA MARIA

PUBLIC WORKS DEPARTMENT

February 1, 1995

Mr. Tim Ness
Acting City Administrator
City of Santa Maria
110 East Cook Street
Santa Maria, CA 93454-5190

Dear Tim:

Transmitted herewith is this department's 1993-94 fiscal year report, which is the 24th, in keeping with our established tradition of this department.

It is appropriate to indicate that the tradition was started (1970-71) by previous Director of Public Works, Frank W. Salfingere, who served as Department Head from the mid 60's to late 1972. The undersigned, assisted by staff, have continued the tradition to date. It was learned recently that Frank W. Salfingere passed away during mid 1994.

We have attempted to include in this report material of statistical and historical value, as well as information of personal interest which has occurred during this time period.

It is appropriate here to express our appreciation to the rest of the City staff for the cooperation and assistance which contributed to our departmental accomplishments. We are even more grateful for the understanding received for our failures. We look forward to the continuing opportunity to make a contribution toward the total City government's service to its community.

Very truly yours,

REESE N. RIDDIOUGH, P.E.
Director of Public Works

Attachment

PWARCA.LTR\AR

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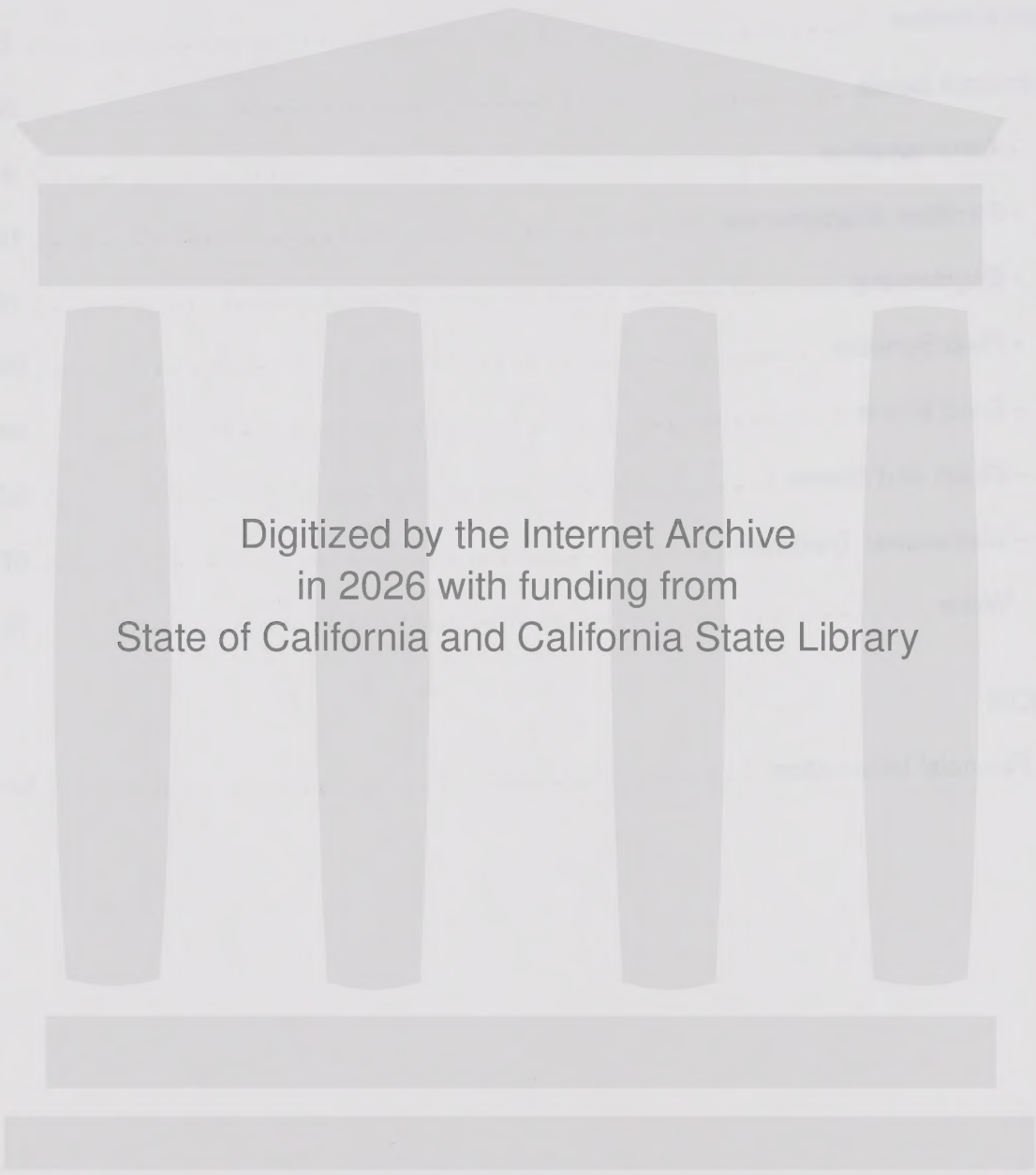

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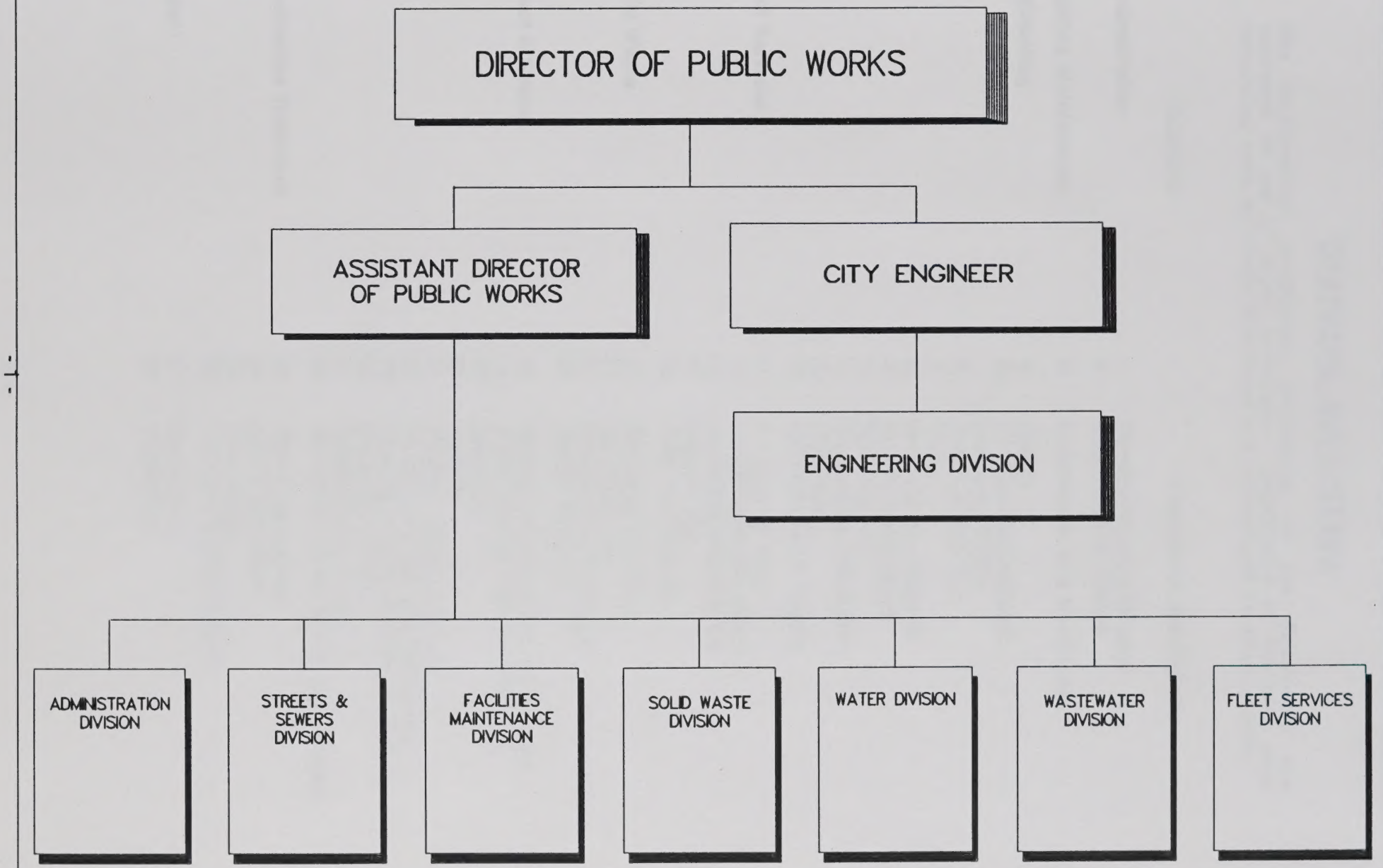
FIGURE 1

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART 1993-94



DIVISION ACTIVITIES

The thirty-eight functional activities of the department are assigned to one of eight divisions. Highlights of the past year regarding each of these divisions are summarized in this report.

Division		Functional Activities
Administration	1.	Director/Assistant Director
	2.	Secretary and Clerical
Facilities Maintenance	3.	Maintenance and Modification
Engineering	4.	Design
	5.	Contract Administration (including SMAT)
	6.	Advance Planning
	7.	Traffic
	8.	Graphics and Records
	9.	Private Development
	10.	R/W Property
	11.	Engineering Information
	12.	Drainage
	13.	EIR Information Reports
Fleet Services	14.	Operator Training
	15.	Maintenance and Repair
	16.	Preventive Maintenance
	17.	Dispatching
	18.	Parts and Records
Solid Waste	19.	Container Collection
	20.	Can Collection
	21.	Disposal Fee Collection
	22.	Landfill Operation
Street & Sewer	23.	Asphalt, P.C. Concrete Maintenance
	24.	Traffic Striping, Stencil Painting
	25.	Sweeping
	26.	Signing
	27.	Parking - Streets and Lots
	28.	Street Lights, Signals and Electric
	29.	Grading Alleys and Drainage Ditches
	30.	Weed Abatement
	31.	Maintain Sewer Lines
	32.	Stowell and Santa Maria Town Centers
Wastewater Treatment	33.	WWTP Operations
	34.	WWTP Laboratory
	35.	Lift Stations
	36.	Industrial Source Control
Water	37.	Production
	38.	Distribution

DEPARTMENTAL GOALS FOR FISCAL YEAR 1993-94

Status Report: June 30, 1994

Following is a list of department goals proposed to be met during 1993-94 fiscal year:

1. **Retrofit lighting at the Library with high efficiency energy savings electric ballasts and T/8 lamps; (Facilities Maintenance Division)**
   The T/8 lamp provides 32% more light per watt than the conventional T/12 lamp and the electronic ballast uses 20% less electricity to operate. Knowing there is a possibility that our ambitions may exceed the available funding, an application for the PG&E Energy Efficiency Rebate Program will be submitted to help finance our efforts.

   STATUS: *The retrofit project at the Library is 95% complete. A small area of the upstairs storage remains to be retrofitted. This area should be complete by mid May. P.G.&E. rebate were granted and, to date, we have received $5,212 for the library project.*

2. **Continue past efforts to help city implement interim space needs remodel plan; (Facilities Maintenance Division)**
   This work during the past fiscal year has involved significant effort from the Facilities Services Division. As a result, priorities of routine maintenance projects have fallen. Every effort is being made to address those which are most critical.

   STATUS: *Incomplete; no projected completion date.*

3. **Establish goals for a Phase II composting project for municipal wastewater sludge; (WWTP)**
   Completion of the next phase of the project is contingent upon the outcome and costs of the first phase. When that work is finished, parameters will be established for the next course of action.

   STATUS: *Council approved composting lease in progress.*

4. **Improve the grease and septage station acceptance facilities; (WWTP)**
   Temporary facilities are being reviewed and improved to accommodate the customer and minimize impacts to operations at the Waste Water Treatment Plant.

   STATUS: *Fence under construction; grease modification made.*

5. **Complete WWTP expansion plans; (WWTP)**
   The extent of this effort will be determined after the RWQCB staff have received and commented on the City submittal requesting modification of the City's discharge requirements.

   STATUS: *Design phase underway.*

6. **Continue to operate the Household Hazardous Waste Collection Facility in a safe and efficient manner; (Solid Waste)**
Recycling of hazardous waste will be expanded if and when viable markets/options present themselves. Continued support of other programs by regulatory agencies will be the central focus of the facility, e.g. preserve ground water and air quality; prevent illegal dumping of hazardous waste; screen loads of garbage entering the landfill for hazardous waste; greater effort for public education of waste reduction on behalf of consumers.

STATUS: *Operation of the Household Hazardous Waste Collection Facility continues in a safe and efficient manner. Recycling options have been expanded which will also help contain costs. Implementation of environmental programs as required by regulatory agencies has been on-going in a cooperative fashion. The Public Education Program is evolving and reaching a greater audience.*

7. **Continue work to finish landfill drainage plan construction in phases;**
The first phase of work should be completed this fall. The second phase should be constructed prior to the 1994-95 rainy season.

STATUS: *Phase I of the landfill drainage plan was completed and accepted by City Council on February 1, 1994. Phase II of the drainage plan will be constructed as part of the closure plan for the landfill.*

8. **Work continues to obtain a revised permit to regulate landfill operations;**
A prerequisite is completion of the EIR which will also evaluate the closure projects for the inactive area. The final closure plan will be prepared this fiscal year.

STATUS: *EIR completed and accepted by the City Council on December 7, 1993. Effort continues to obtain revised permit; expected to be completed in early 1994-95 fiscal year.*

9. **Participate in the siting committee activities to find a new location for a North County regional landfill;**
This project will involve participation by many agencies and property owners. It is expected that permitting will take five years.

STATUS: *This issue died for a year due to the County's reorganization. Recently resurrected and will be pursued more diligently in 1994-95 fiscal year by both county and city.*

10. **Implement time of use and energy management system at well pumping stations;**
Estimates of potential savings in funding vary greatly. Through the next year, staff will utilize the new telemetry system to improve over all efficiently in water system operation.

STATUS: *Complete and operational.*

11. **Repair and replace 700 Polybutylene water services in house during the first twelve months after equipment acquisition and training;**
This is follow up on staff plan to repair and replace all Polybutylene (8000) in the city water system. Training is expected to be completed in September, 1993.

STATUS: *Since August 16, 1993 until June 30, 1994, the Water Division replaced (in house) approximately 612 (51/month) water services. During this time period, the division responded to and made temporary repairs on approximately 1,700 (147/month) water services. An estimated projection of water services replaced by others (contract) during this same time period is 2,400.*

12. **Work with Boyle Engineering to establish a workable plan to transition to state water;**
The engineer is looking at necessary operational changes as well as new infrastructure improvements.

STATUS: *Completed. State Water Master Plan was finalized 3/94.*

13. **Train Water Division personnel to use new telemetry system;**
To start up the system, and become proficient enough to help maximize use of existing staffing in the division.

STATUS: *System has been put into operation. Approximately 40 hours of training have been given to staff with additional training to occur in the future.*

14. **Complete update of standard drawings and standard specifications and prepare plan check consultant procedures manual;**
Staff is attempting to completely update Public Works Construction standards to conform with best available practices and materials. As the legislature and courts take action, specifications must be updated periodically to provide the city and contractors working for the city with the most current guidelines possible. As staff cuts continue, the need for standardize procedures for use of outside consultants increases. Such a manual should help minimize the need for staff time to be utilized performing routine and repetitive work and provide outside consultants with guidance when hired to provide plan check services.

STATUS: *Standard drawings are being reviewed for revisions. Consultant plan check is in draft form.*

15. **Complete traffic pamphlets;**
Public response to the first pamphlets has been very positive. The hope is to complete planned remaining pamphlets to answer some of the publics questions.

STATUS: ***Four pamphlets are complete and ready to print. A fifth pamphlet is planned.***

16. **Complete signing and striping for suggested route to school;**
Since appointment of the traffic engineer, significant work has been performed to build consensus and document "suggested routes to school". Implementation is planned for
FY 93-94: 4 school routes completed
12 school routes remaining

STATUS: ***Engineering has reviewed all route signage and prepared work slips for Street Division to follow up on. Approximately 40% of the routes have been completed by Street Division.***

17. **Complete Title 7 revisions related to traffic regulations that are now in draft form;**
Many items which currently go to City Council for action are simple and straight forward. As part of Title 7 rewrite, staff proposes that additional Administrative authority be given to City staff with appeal provisions to City Council. The hope is to speed up the process, streamline field implementation, and reduce "red tape" to the benefit of the public.

STATUS: ***Draft document is in the City Attorney's office for review. Attorney's office has indicated a great deal of research work is necessary by the legal division, in revising Title 7 to be sure we are not in conflict with the California Vehicle Code. A copy was also sent to the Police Department for comment.***

18. **Continue the wastewater collection system preventive maintenance program;**
The wastewater system maintenance program has been enhanced by the recording of the maintenance history of each sewer line in a new data base with numerical identification of all manholes and location descriptions for future reference.

STATUS: ***25% of the goal has been completed. This program is a continuing maintenance effort that will provide essential location data on the City wastewater collection system and also maintenance, schedule/call back service request and history, for future reference.***

Initially, the target area for the program is the city's old wastewater collection sewer lines, between Bradley Road on the east side, Blosser Road on the west side, Stowell Road on the south side, and Donovan Road on the north side. The program should then move out to the outer areas of the city. This work will be performed under direction of the Water Utilities Manager after July 1, 1994.

19. **Reduction of backlog of concrete improvement service requests caused by City owned tree roots and private property;**
Continue to contract out in conjunction with existing Street Division maintenance program.

STATUS: *This program was initiated mid fiscal year. There were 237 locations of damaged concrete improvements reconstructed by contract, which included 234 of division backlog service requests.*

20. **Implement the Next phase of the City Alternative Fuel Pilot Program;**
City staff intends to initiate the use of compressed natural gas (CNG) as an alternative fuel. The CNG Pilot Program comes as a result from a joint offer by Southern California Gas Company and Santa Barbara County Air Pollution Control District (APCD) to fully fund the CNG conversion of several units. It is proposed to convert nine (9) new Ford police patrol units to 'dual fuel' (vehicle will run on CNG or unleaded gasoline). The Gas Company will install a fueling facility in Santa Maria. The city has also applied to receive funding for a CNG transit vehicle. Other fleet vehicles will be evaluated for CNG use as they are replaced.

STATUS:

A. Nine (9) Ford police patrol units have been converted to CNG (dual fuel).

B. CNG re-fueling station is in operation at Dewars Petroleum Service in Santa Maria.

C. Application for funding (PVEA) a CNG transit vehicle has been submitted.

D. Survey of other fleet vehicles for CNG conversion is in progress with assistance from Mahesh Talwar of the Santa Barbara County, APCD.

21. **Work with the Finance Department to implement a Maintenance Management System (MMS) for fleet data and mobile equipment rental program *(requires coordination with Finance Department);***
During the last fiscal year, the Fleet Services Division was reorganized to eliminate the fleet analyst and preventive maintenance mechanic. The duties have been assigned to a joint staff of the Fleet Maintenance Division and the Finance Department. FY 93-94 is the transition year for implementing of the program by the joint effort.

STATUS: *MMS Program has been installed and is on line through a joint effort with Finance Department. However, because info is generated at Fleet Services office, the program is being run solely by Fleet Services and not jointly with Finance as planned.*

22. **Work with Finance Department to maximize return from the Equipment Replacement Program;**
With suspension of the general fund contributions to the vehicle replacement fund, staff will evaluate lease/purchase options for replacement equipment that costs over $ 20,000; staff will attempt to obtain reasonable maintenance agreements for each piece of equipment replaced.

STATUS: *Staff continues to submit lease/purchase options information for equipment over $ 20,000. Attempts to obtain reasonable maintenance agreements is on going. Maintenance agreement for major components with recent purchase of D8K Bulldozer and with upcoming backhoe purchase are good examples.*

23. **Continue work with Finance Department to implement a Uniform Cost Accounting System for Public Works and other departments;**
This is a restatement of an unfinished project from Fiscal Year 92-93.

STATUS: *City Council adopted Resolution No. 93-181 on December 7, 1993 and Ordinance No. 93-34 on December 21, 1993 approving the Uniform Cost Accounting Procedures. Office of the State Controller furnished a certified copy of resolution and ordinance on March 18, 1994.*

GOALSTAT.2\PJK.kpc

ADMINISTRATION DIVISION

During Fiscal Year 1993-94, this division, the smallest in the department, was comprised of the Director, one Assistant Director, one full time employee, and two part time employees. The role of the Administration Division is an important part to the success of each program and service provided by the department.

The primary function of this division is to provide the administrative direction and clerical support for all activities of the Public Works Department, including coordination of program planning, budget preparation and control, personnel administration, supervisory training for clerical staff administrative reports, records management program, investigation and follow up citizen concerns, word processing, and providing continuity of division activities.

This division consolidates input necessary to make final recommendations with regard to program planning. The division determines which new or additional projects/services should be initiated and when they should be implemented in order to submit fiscal budget request at the appropriate time. Fifteen departmental requests and four capital improvement programs, are reviewed for accuracy and timely completion for each budget.

In August, 1993, as a cost cutting measure, the full time Word Processing Operator (WPO) was eliminated. Existing staff assumed the duties of the WPO with the aid of a 20-hour clerk. The reduction in staff has been a definite drawback to the efficiency of the division, causing many tasks to be delayed, performed haphazardly, and in some instances, only "as time allows".

During the past fiscal year, administration has recruited for, scheduled interviews, and processed part time positions in the Streets and Water Divisions. Payroll changes were processed for 119 full and part time employees who worked in the Public Works Department during the year. This division also conducted disciplinary action hearings for a few employees within Public Works operating divisions. On a continuing basis, this division works with the management team and employees to develop policies and procedures, and to assure employee compliance with those adopted by the City.

Administration also coordinates and schedules reports/recommendations for Council

consideration and approval. The division prepares the accompanying resolutions/ ordinances as required for action by the City Council. The Administration Division prepares the Departmental Annual Report with input from the various divisions; in addition to all other reports and formal documents that are initiated by the Public Works Department.

This division administers the records management program for the department with assistance and input from the various divisions. Old files are scheduled for retention, storage, and eventually destruction in accordance with the time schedules outlined in the Records Manual established for the Public Works Department. New files are created when deemed appropriate and all files are purged when necessary.

Administration staff frequently has initial contact with the public and, therefore, is often the first to learn of specific concerns from citizens. After obtaining all pertinent information, the staff member attempts to assist the individual. If the problem is beyond the scope of knowledge of the responding staff member, or if another division staff member may better assist the citizen, the concern is passed on to that individual to accommodate the most efficient resolution of all questions.

The department's typing is accomplished by the use of word processing through personal computers. The division is connected to the main frame at City Hall with a hard wire direct connect hookup. Various software programs installed on the personal computers have enabled the clerical staff to utilize a broad spectrum of uses on the system, including data base, spreadsheet, and limited desktop publishing.

PERSONNEL NOTES

The total number of 113.7 person years were worked by the 118.5 Public Works employees from all divisions during Fiscal Year July 1, 1993 through June 30, 1994. Included in this figure were 94 permanent full time employees working 40 hours/week, and 24.5 part time employees who worked from 32 hours/week down to less than 20 hours/week.

The full time positions vacated in the department as a result of employees leaving the City for personal reasons or retirement is shown in Table 1 (Figure 3). Full time employees who left the Public works Department during the fiscal year constitutes a 3.1% turn over rate.

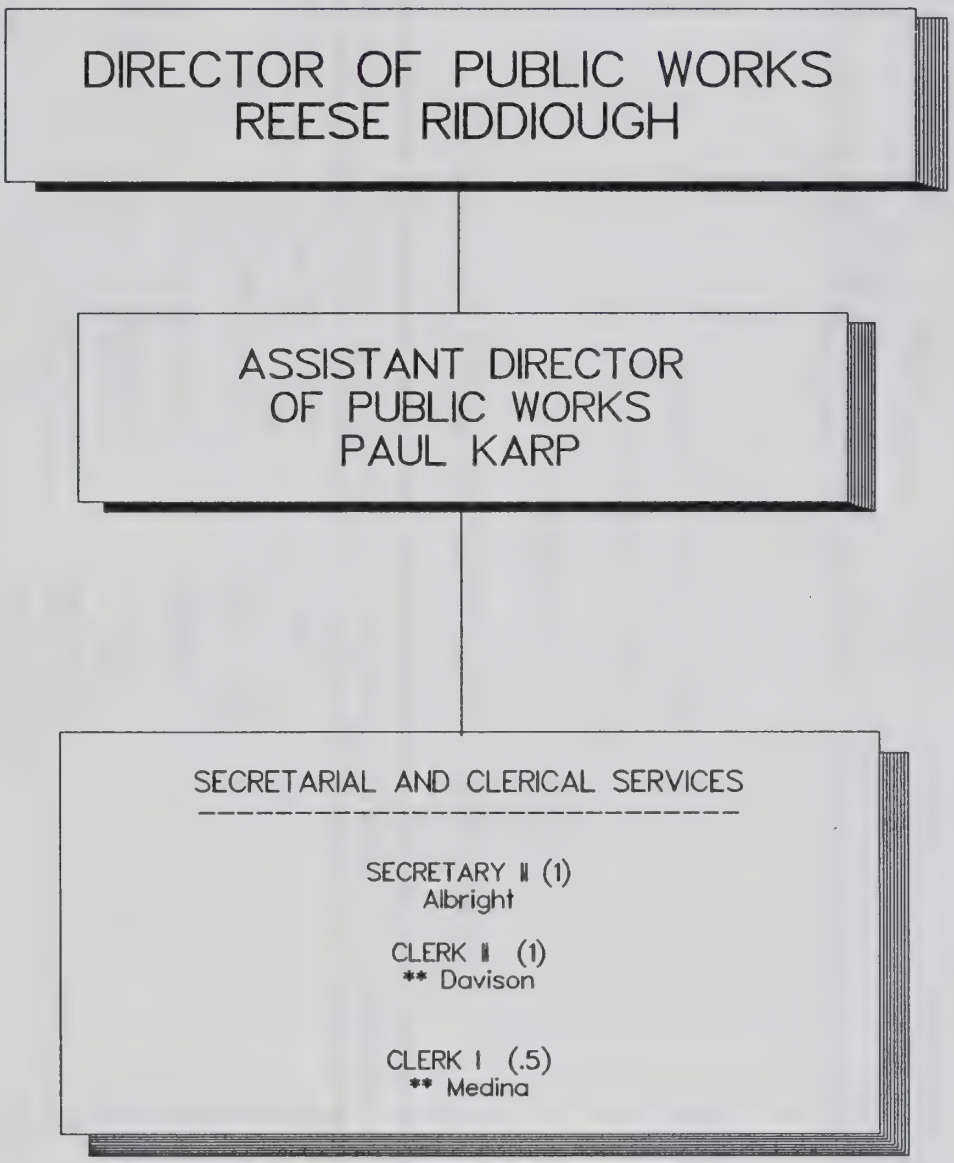
In addition to the departure of the full time employees, there has been the normal turn over in the part time category as depicted in Table II (Figure 4).

During this fiscal year, while already experiencing the effects of the recession, all City departments were requested to cut budgeted expenditures by an additional 4-14% in an attempt to offset the substantial revenue shortfalls the City continues to battle. The hiring "freeze" already in effect continued in an effort to gain one-time savings. At the close of fiscal year 1993-94, the positions shown on Table III (Figure 5) remained vacant pending assessments of the organization and the overall reduced City funding capabilities.

The Administration Division continues to work with the managers from other divisions/ departments to accomplish the maximum amount of production at the minimum cost. Actual service level reduction options are continually being reviewed and evaluated in an effort to adjust operations costs to meet funding shrinkages.

FIGURE 2

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ADMINISTRATION DIVISION
ORGANIZATION CHART 1993-94



** PERMANENT PART TIME

ADMINISTRATION DIVISION

PERSONNEL NOTES

TABLE I

FULL TIME EMPLOYEES VACATING THE DEPARTMENT

DIVISION	NAME OF EMPLOYEE	CLASSIFICATION	TERMINATION DATE
Engineering	Sandy Buckstaff	Assoc. Civil Engineer	11/93
Streets	Tony Galvan	Street & Sewer Supt.	Retired 06/30/94
Wastewater	David Fierro	WWTP Operator	06/09/94

Full time employees who left the Public works Department during the fiscal year constitutes a 3.1% turn over rate.

FIGURE 3

ADMINISTRATION DIVISION

PERSONNEL NOTES

TABLE II

PART TIME EMPLOYEES VACATING THE DEPARTMENT

DIVISION	NAME OF EMPLOYEE	CLASSIFICATION	TERMINATION DATE
Facilities Maint.	Mark Brummitt	Laborer	07/22/93
Streets	Adrian Salazar	Work Aide	08/14/93
Water	Jerry Cuevas	Laborer III	10/30/93
Fleet Services	Jose Betancourt	Laborer I	11/13/93
Streets	Rebecca Stanton	Laborer III	12/11/93
Facilities Maint.	Harvey Lobo	Skilled Laborer	02/04/94
Facilities Maint.	Gabriel Vargas	Admin. Intern	02/04/94
Fleet Services	Augustine Diaz	Laborer II	03/05/94
Fleet Services	Joanna Martin	Assistant Clerk	04/09/94
Wastewater	Mona Prelesnik	Assistant Clerk	04/29/94
Facilities Maint.	Randy Wilkinson	Laborer III	06/10/94
Fleet Services	Robert Pollard	Laborer II	06/14/94

FIGURE 4

ADMINISTRATION DIVISION

PERSONNEL NOTES

TABLE III

FULL TIME POSITIONS CUT DUE TO REDUCED FUNDING CAPABILITIES

Division	Position	Impacts on Division
Administration	Word Processing Operator	Negative impact - Delays in processing paperwork and filing; causes some difficulty in keeping office open during lunch hour, causing some temporary closures
Engineering	Engineering Technician III	Plan checks are taking additional time. There has been an attempt to compensate by utilizing outside services.
Engineering	Engineering Technician III	There are no longer in house surveying or data collection services available.
Engineering	Jr. Civil Engineer	A larger quantity of technical services are being provided by departments or divisions.
Engineering	Public Works Inspector	More inspections are being performed by contract services.

FIGURE 5

FACILITIES MAINTENANCE DIVISION

The Facilities Maintenance Division has the responsibility for maintaining twenty-nine city facilities with a total area of 218,794 square feet. Each facility is maintained in a presentable and safe condition. To meet this goal, the division performs the following duties: maintenance of interiors and exteriors of city-owned buildings, including scheduled painting and plumbing; electrical repairs and alterations; maintenance and repair of heating, ventilating, and cooling systems; maintenance of four boilers; maintenance of the mechanical integrity of the public swimming pool; and custodial service. The Division also assists in all departments planning, cost estimating, construction, and administration for informal contracts for various building projects.

The Facilities Maintenance Division has a total labor force as shown on the attached organization chart. The 1,000 hour employee was hired to assist with various remodel projects at the Police Department.

Highlights of completed division activities for Fiscal Year 1993-94 are as follows:

1) Remodelled law library - City Attorney office;

2) Constructed second restroom and shower facility - Fire Station 2;

3) Installed electrical for scoreboards - Hagerman Softball Center;

4) Installed emergency back up generator - City Hall;

5) Installed new heating system - City Museum;

6) Remodelled 960 sq. ft. at 314 Cook Street to be used as Police and Fire Department weight room;

7) Remodelled old Police Department weight room into male officers' locker room;

8) Remodelled old male officers' locker room and conference room at Police Department into office space for the Detectives Bureau;

9) Remodelled Detectives Bureau former office space to accommodate Fire Administration and Record Bureau Supervisor;

10) Remodelled Detectives Bureau former restroom facilities into female officers' locker room ;

11) Remodelled report writing room to accommodate new copy and report equipment - Police Department;

12) Remodelled finger print area to accommodate a questioning room - Police Department.

The number of project maintenance hours have increased over previous year's levels due to remodel projects performed at the Police Department. Contract services for maintenance on automatic gates and overhead doors at the Police and Fire Departments were canceled for FY 93/94. This change reflects a 10% decrease in contract services. Those duties are now performed by city crews. Electrical maintenance hours increased by 10% over last year to retrofit the library and other smaller areas with energy efficient lighting. The city library was the major recipient of the program. The 14% increase in janitorial costs was due to a special carpet cleaning performed by outside contract at the city library.

The new library lighting system has decreased energy costs by $12,753 over the last year at this location (35%) plus provides a better level of lighting. The city also recieved a rebate from PG&E in the amount of $7,055 for this project.

One Division goal for this coming year is to continue with the energy efficiency program. The Police Department and City Hall are two facilities that are targeted for this program.

FIGURE 6

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
FACILITIES MAINTENANCE DIVISION
ORGANIZATION CHART 1993-94

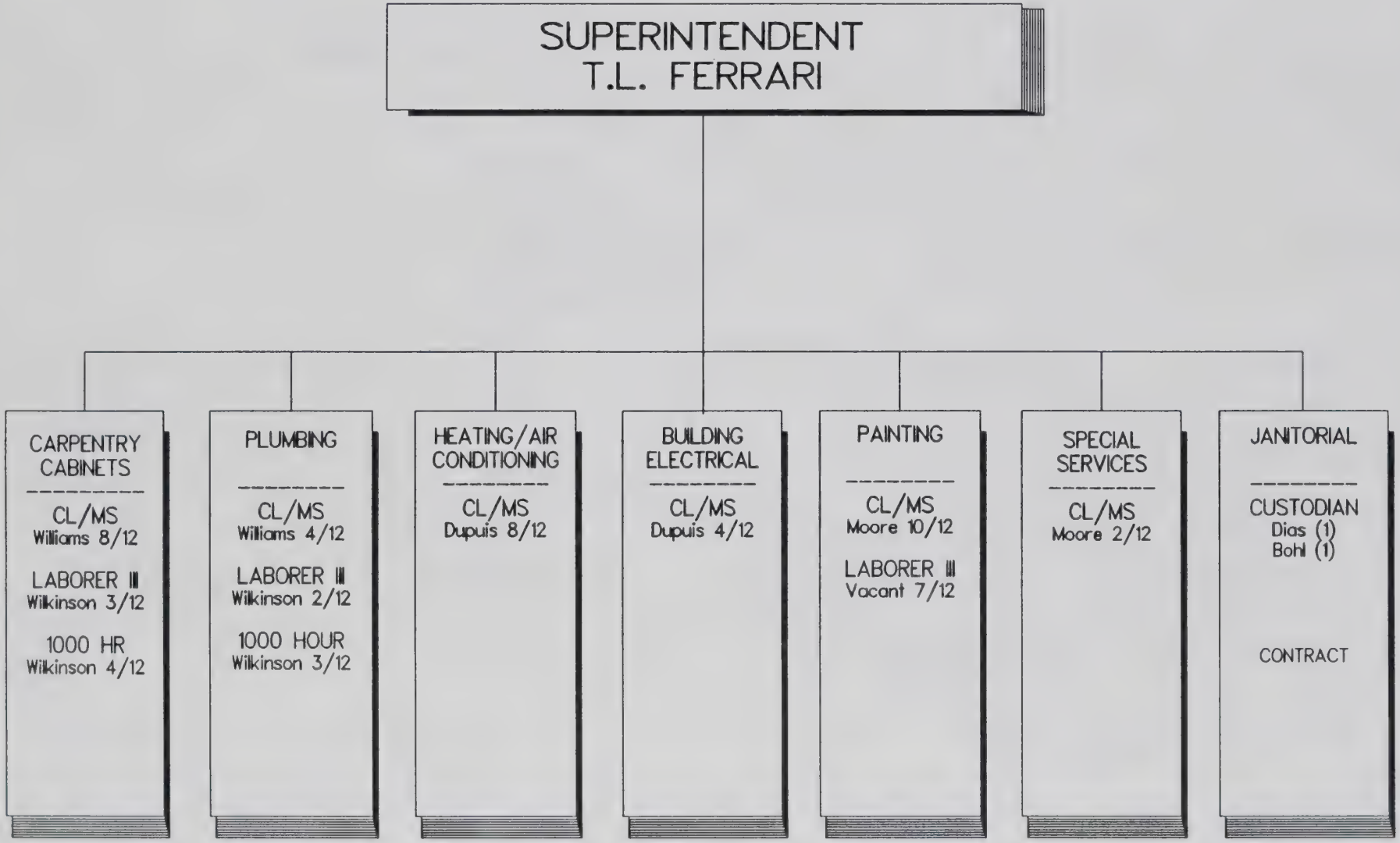


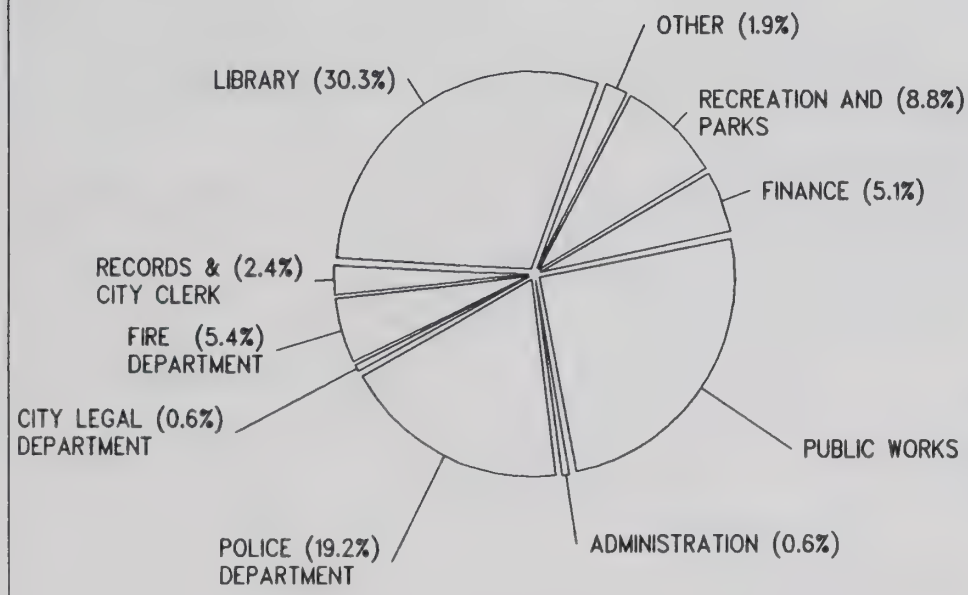
FIGURE 7

CITY OF SANTA MARIA

FACILITIES MAINTENANCE DIVISION

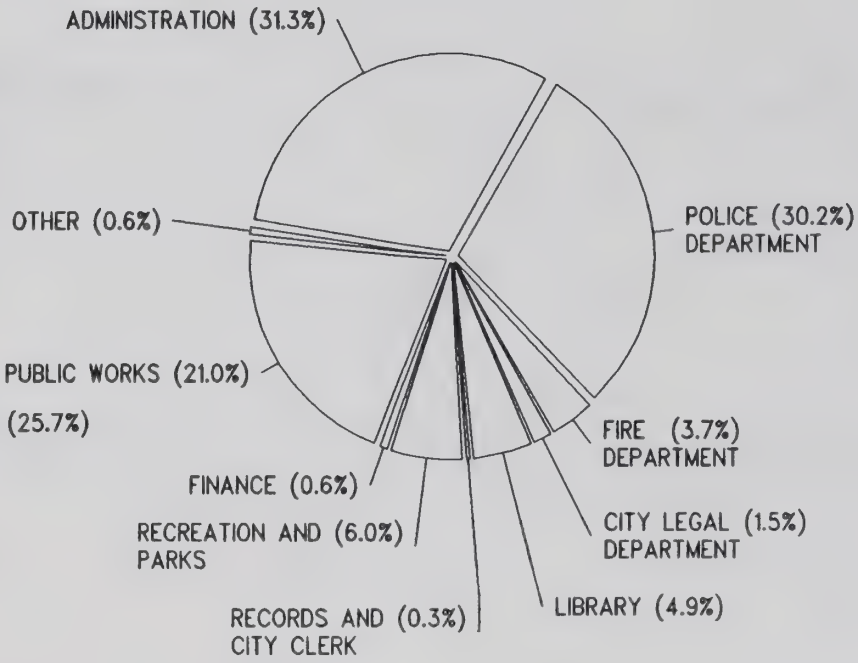
WORK PERFORMED FOR DEPARTMENTS

Materials Cost



TOTAL COST= $173,017

Total Hours



TOTAL HOURS= 12,615

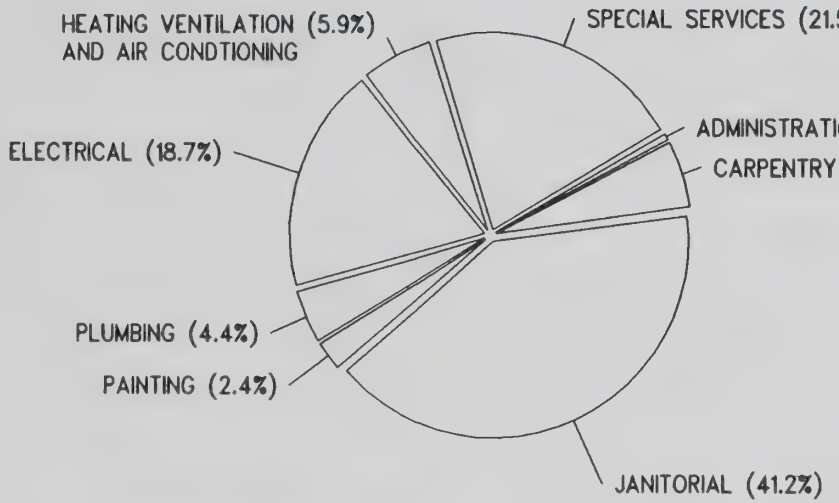
FIGURE 8

CITY OF SANTA MARIA

FACILITIES MAINTENANCE DIVISION

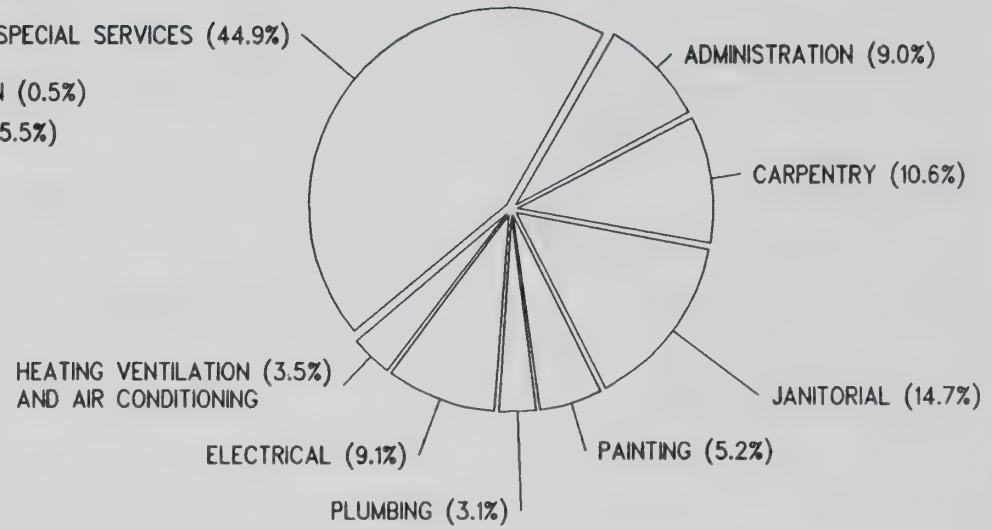
WORK CATEGORY PERFORMED

Materials Cost



TOTAL COST= $173,017

Total Hours



TOTAL HOURS= 12,615

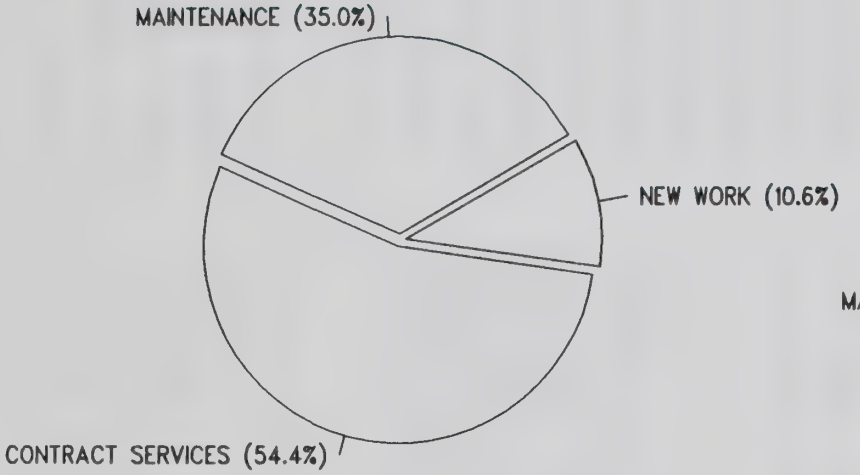
FIGURE 9

CITY OF SANTA MARIA

FACILITIES MAINTENANCE DIVISION

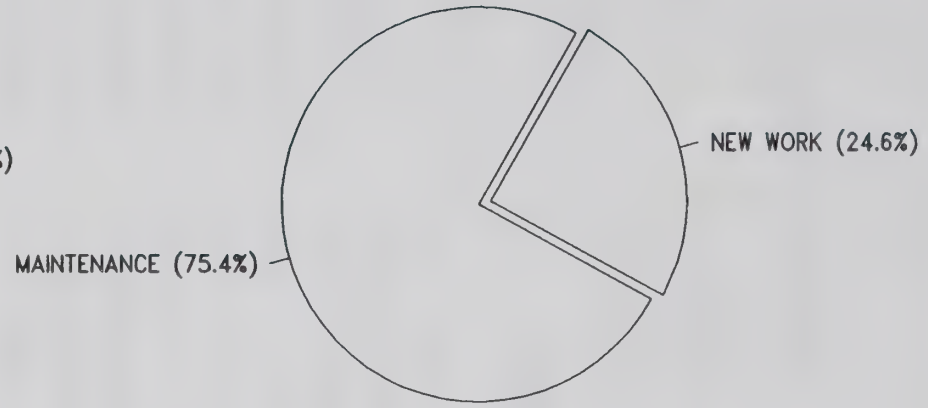
WORK TYPE/CAUSE PERFORMED

Materials Cost



TOTAL COST= $173,017

Total Hours



TOTAL HOURS= 12,615

ENGINEERING DIVISION

Organization and Resources

The Engineering Division is currently organized into five sections:

1) Support Services
2) Development and Planning
3) Capital Improvement
4) Construction Management
5) Transportation and Traffic

These five sections provide private development design review, construction inspection, public sector design engineering, management of traffic planning and overview and construction management services as needed for the planning, design and construction of public facilities. In Fiscal Year 1993-94, the division had twelve full time positions, one permanent part-time position, two limited service positions, and two summer interns. This reflects a staff reduction of 4 full-time positions on July 1, 1993. Positions eliminated were Engineering Technician III (2), junior Civil Engineer, and a Public Works Inspector. This action consisted of a twenty-five (25) percent reduction in full-time employees.

In November, Sandy Buckstaff Associate Civil Engineer in charge of the Development section, left the employ of the City. In January, Steven Kahn joined the Engineering Staff to fill a vacancy as the Development Engineer. Contract employees were added to the staff for water service breakage research and litigation.

Development and Planning

This section is primarily responsible for representing the Public Works Department in review of private development proposals. A portion of the duties include review development proposals, and drafting of public infrastructure improvement requirements consistent with City Policy. Listed below are the types and number of development proposals for which review was completed (including resubmittals) in the Fiscal Year 1993-1994:

Application Type	Number Reviewed
Environmental Clearance	43
General Plan Amendments	5
Zone Changes	16
Outside Users Permits	4
Use/Planned Development Permits	24
Tentative Parcel Maps	8
Tentative Subdivision Maps	8

The section also reviews construction plans and subdivision maps for technical accuracy, as well as conformance with the approved application and meeting required drawing standards. Listed below are the types and number of plans or maps for which reviews were completed

(including resubmittals) in Fiscal Year 1993-1994:

Plan Type	Number Reviewed
Building Site Plans	91
Grading and Drainage Plans	14
Public Improvement Plans	29
Subdivision Parcel Maps	19
Subdivision Final Maps	23
Lot Line Adjustment	15
Easements/Abandonments	15
Certificates of Correction	4
Annexation Maps	10

The typical time frame for application or plan review has been five to six weeks.

This section also:

- Updated the water and sewer atlases, engineering standards, and deed maps;
- Addressed requests by the general public for encroachment permits, benchmark identifications, checked out drawing check outs, and other general questions;
- Attended all Planning Commission, Business Attraction and Retention Committee (BARC), and in-house meetings.

Capital Projects

The Capital Improvements Section is responsible for the design of public works projects. Section staff perform engineering design for some projects "in-house". Since the volume of projects far exceeds available staff the City contracts agreements for professional services (APS) with consulting firms to accomplish the majority of the work in the capital projects budgets.

"In-house" engineering design work involves the research, preparation, calculations and drafting necessary to produce bid packages for advertisement and award. APS administrative tasks include project scoping, solicitation for proposals, evaluation and interviews, price negotiation, agreement execution, tracking, progress payments, contract deliverables review and approval, amendments, and closure. Technical support activities include research and data gathering, design, as well as regulatory coordination and response.

Table 1A shows the seven public works projects for which the Capital Improvements Section furnished design support. Section staff prepared full design bid packages for three of these projects "in-house". The remaining projects were designed by consultants; staff wrote specifications, assembled bid packages, and carried the bid packages through advertisement, bid opening, and award. In all, this section administered projects with a total estimated construction cost of $1,507,090. Two projects were prepared for construction, but were deferred for future consideration by decision-makers.

The Capital Improvement Section also administered 39 APS on behalf of other City departments and public works divisions (Table 1B). Eighteen of these agreements were carried over from FY 92-93. Eleven of these carried-over agreements were completed this fiscal year. Twenty-one new agreements were executed during FY 93-94. Cost for all active agreements for professional services totalled $3,520,672.

The administration of the State Water Project (Santa Maria Local Facilities) master plan and related design contracts required significant staff attention. Staff also devoted considerable effort to participate in two Measure D projects: the U.S. 101/Main Street Interchange, and the U.S. 101/Betteravia Road Interchange. Efforts to expand the capacity of the City wastewater treatment plant (WWTP) began last year with the master plan and environmental document, followed by the initiation of final design. The City landfill again required considerable staff time to address a number of regulatory and permit issues.

Several grant acquisitions will help the City achieve its goals in the areas of street intersection and roadway improvements, bikeway development, and conversion of the City's fleet to alternative fuel usage. This section's staff worked closely with the Transportation Engineer, the Community Development Department staff, and the Fleet Services Superintendent to procure over $5.1 million in grant funding.

Construction Management

City-initiated projects were completed during the reporting period as shown on Table 2 (Figure 13). The contracts for these projects were administered and improvements were constructed during the 1993-94 fiscal year.

Public transit facilities were improved through the installation of eight bus turnouts. One turnout was installed on East Cook Street to replace the Transfer Station temporary bus stop located in Parking Structure "A" at Santa Maria Town Center East.

Drainage channels were installed at the sanitary landfill. These channels are part of the overall closure plan which is an ongoing process. Also, an additional monitoring well was installed at the landfill through the informal bid procedure under the new Uniform Cost Accounting Program approved by the City Council.

Street maintenance chip seals and overlays were completed for areas identified by the Pavement Management System.

Sewer manhole maintenance was completed on various wastewater collection facilities throughout the city. The grit screw, and the associated enclosure were rebuilt, repaired, and rehabilitated at the wastewater treatment plant as part of this project.

Private development of subdivisions, encroachment permits, and other work within the public right-of-way are inspected by the personnel within this section. During the fiscal year, $3.2 million worth of public improvements in four subdivisions were inspected and accepted. 340 residential lots and 7 commercial condominiums were created.

There were 146 encroachment permits issued with a total value of $21,773.79. Income from the sale of standard specifications and miscellaneous documents amounted to $5,970.65.

Traffic and Transit

The Transportation and Traffic Section is divided into three functions: 1) transportation; 2) traffic, and 3) transit administration. This section is staffed by one (1) full-time associate civil engineer who heads the section, one (1) transportation planning engineer, who manages the SMAT operation, and one permanent part-time draftsperson. A portion of the Traffic/Transportation work load was contracted out as professional services (i.e. traffic counts, traffic modeling, etc.) due to departmental staffing reductions.

Transportation

The transportation role is involved in advance transportation planning in fiscal year 1993-1994. This section coordinated Traffic Studies and Congestion Management Program (CMP) studies for new development, traffic control plans for projects (such as Edwards Theater grand opening), as well as reviewed and commented upon the Community Development Environmental Resource Management Element (ERME) update. This section provides transportation staff support to the Community Development Department's Advance Planning Section for General Plan amendments, Circulation Element, and bikeway updates.

This section provides City staff support to the regional government planning agency, Santa Barbara County Association of Governments (SBCAG). Through SBCAG the Cities and County report various activities and recommends projects for State and Federal funding. The activities include: participation through technical transportation committees; Highway Performance Monitoring System; Congestion Management Program analysis and traffic count program; Federal Transportation Improvement Plan (FTIP); Measure D allocations; CMP biannual update; Regional Bikeway Study; Transportation Enhancement

Act and Intermodal Surface Transportation Efficiency Act (ISTEA), regional Surface Transportation Program (STP), local STP, and Congestions Mitigation/Air Quality (CMAQ) funding. This year the City will receive an additional $1.3 million in grant funds for bike/pedestrian facilities, road improvements, transit, and fleet conversion.

Traffic

The traffic staff addresses public complaints and requests and provides support to various City departments on traffic issues. Examples of typical interaction include:

Police Department - speed zones; accident data; suggested route to school plans; signing and striping; crossing guard, stop sign, and traffic signal warrants; pedestrian and bicycle safety.

City Attorney's Office and Risk Manager - claims against the City involving traffic control devices, street, and intersection design and update of Municipal Code Title 7, Traffic Regulations.Community Development Department - traffic studies; traffic counts; Congestion Management Program analysis; traffic improvement fee determinations.

Public Works Department - Street Division Electrical Section staff support related to traffic signal timing; Street Division Signing and Striping Section for placement of signs and markings; Engineering Division support for signal design, pavement markings, signing, and various other improvements installed as part of development and capital improvements.

The traffic personnel also supports the City's Traffic Committee. Acting as secretary for the Committee, staff prepares the Committee agenda and minutes, follows-up with items for City Council action. The Traffic Committee activity for the 1993-1994 fiscal year is identified as follows:

TRAFFIC COMMITTEE ACTIVITY/CITIZEN REQUESTS		
ACTIVITY	**NUMBER TO COUNCIL**	**RESPONSES TO PUBLIC**
Stop sign requests	2	11
Loading zones	1	
No parking zones	6	8
Limited time parking zones	3	
Municipal Code revisions	1	
Traffic signal requests		3
Misc. Requests		15

Transit Administration

The Transit Administration function provides the administrative and management direction for Santa Maria Area Transit (SMAT). SMAT operating and capital funds are derived from fares; Measure D funds; State Transportation Development Act (TDA) funds, which include Local Transportation Funds (LTF) State Transit Assistance (STA) funds; and Federal Transit Administration (FTA) funds. An annual application is prepared and submitted to the Santa Barbara County Association of Governments (SBCAG) for the City's allocation of TDA funds. The application includes requests for TDA funds from the agencies of Guadalupe, County of Santa Barbara, and Lompoc for services provided by SMAT. After SBCAG confirms that the application complies with the TDA transit service requirements, the remaining TDA funds are used for street purposes. An annual application to the FTA is also prepared and submitted requesting matching operating and capital funds. Approximately 41% of the SMAT operating costs and 80% of the capital and planning projects are funded from FTA assistance. TDA and FTA funds are also used to fund the City's and County's share of the San Luis Obispo to Santa Maria fixed route service operated by the San Luis Obispo Regional Transit Authority. No City General Funds are used for transit.

To meet state and federal regulations for continued use of these funds, the City must comply with numerous regulations. State regulations require that the SMAT services must meet a minimum ratio of fare revenues to operating costs. The FTA regulations require annual updates of the Americans with Disabilities Act Plan, Section 15 report, DBE plan and reports, and quarterly grant reports. Staff complied with all the requirements during the past fiscal year.

The annual report for the transit service system has been included in this report for the readers benefit.

SANTA MARIA AREA TRANSIT

1976 - 1994
"18 Years of Service to the Santa Maria Area"

FOURTH QUARTER OF FISCAL YEAR 1993/94
AND YEAR TO DATE STATUS REPORT

Prepared For

SANTA MARIA CITY COUNCIL

Prepared by:

Engineering Division
Public Works Department

Assisted by:

Santa Maria Organization of
Transportation Helpers (SMOOTH)
Finance Department
Fleet Services Division

SUMMARY

Ridership, Revenue and Operating Costs

Fixed Route - General Public

The fixed route system had a fare box ratio of 19% in the fourth quarter and 19% for year to date. Operating costs for this quarter were $179,799 and $708,100 for year to date. Ridership for the fourth quarter was 87,605 and 318,569 for year to date. **Rider-ship for the last five years has totaled 1,286,000 passengers.**

Demand Response - Elderly and Disabled

This service had a fare box ratio of 13% for the fourth quarter and 12% for year to date. Operating costs for the fourth quarter were $92,089, and $364,617 for year to date. Ridership was 6,510 passengers for this quarter and 25,259 for year to date.

It should be noted that the above fare box ratio statistics include Measure D funds identified in Exhibit A, that were allocated to assist the frail and elderly services. The City is using these funds as local share of revenue to improve the fare box ratio. With these funds the service meets the required State fare box ratio of 10%.

Special Health Service

This service, provides transportation two days a week to medical facilities in the Santa Barbara area, is funded under cooperative agreements by the agencies of Santa Maria, Guadalupe, Lompoc, and the County.

The fare box ratio for the fourth quarter was 24% and 14% for year to date. Ridership for the quarter was 457 and 1,705 for year to date.

Contractor Activities

Major activities included the installation and training on the computer dispatching software and hardware. SMOOTH continues to submit their required monthly reports on a timely basis and staff attendance at monthly staff transit meetings. Staff's review of these reports indicated, with the exception of fixed route delays, no major problems and SMOOTH was able to resolve all issues regarding complaints and requests. Wheelchair passengers continue to be the major part of fixed route delays. City and SMOOTH staff continue to strive to minimize the delays related with wheelchairs loading and unloading.

Staff Activities

The Engineering Division staff's work included the SMAT operating contract administration, Federal Transit Administration (FTA) and Santa Barbara County Association of Governments reports and documents. The Fleet Services Division continued maintenance of the SMAT fleet and working to resolve left over problems with new buses. The Finance Department supported this division with all financial reports required for the SMAT system.

Major activities included the completion of the Request for Proposals (RFP) process for the new operating contract; working on the RFP for the purchase on one expansion and two replacement vehicles; completion of TDA claim; 94-96 SMAT budget; yearly funding agreements to the County, Guadalupe, and Lompoc. Staff also completed or updated the FTA programs for the American Disabilities Act (ADA) update plan; Section 15 Annual Report; and Triennial Review.

Since the award of the new operations contract by the City Council, staff has been meeting with the SMOOTH Board President and Executive Director to discuss methods on improving the SMAT operations. The meetings have been very productive and staff will continue this closer working relationship with SMOOTH. At the request of Board President, staff will also be attending the monthly SMOOTH Board meetings.

System Operations

The day to day operations of the SMAT system was satisfactory with the exception of the above mentioned service delays on the fixed

route system. On the Demand Response service with the new dispatch computer software, there will be a more efficient and productive scheduling of passengers.

There were 2 reported accidents during the fourth quarter. One accident involved a fixed route bus hitting a parked car with minor damage to both vehicles. The second involved a demand response bus with another vehicle at the intersection of Broadway and Battles. There was major damage to the vehicle and bus along with injuries to persons in the other vehicle. There were no passengers on-board the demand response bus. SMOOTH has insurance for property damage, injury and liability for all incidents involving SMAT buses. Complaints and requests involving operational procedures and were resolved by the SMOOTH staff.

TRANSIT SYSTEM ACTIVITIES

RIDERSHIP, REVENUE AND EXPENDITURES

Fixed Route

Ridership

The attached Exhibits "A" and "B" show the statistics and performance indicators for the fourth quarter and year to date. Exhibit "C" and "D" illustrates by graphs the number of passengers for each of the fixed routes and type of ridership. Exhibit "E" shows the ridership per quarter for the last five years.

Route 1 continues to have the highest passenger count with Route 2 close behind. This quarter marks the highest passenger count recorded.

Revenue/Operating costs

The fourth quarter had fare revenues of $32,206 with operating costs of $179,799. Year to date fare revenues were $122,900 with operating costs of $708,100. The adjusted fare box ratio was 19% for the fourth quarter and 19% year to date. The fare box ratio is below the required 20%. Due to the expansion service of Route 1, which began on May, 1993, the fare box requirement is exempt for two years.

Demand Response/Elderly and Disabled

Ridership/Revenue/Operating Costs

Ridership in the fourth quarter was 6,510, operating costs were $92,089, year to date ridership was 25,259, and operating costs were $354,617. The fare box ratio for the fourth quarter was 13% and year to date was 12%. The fare box ratio includes funds allocated from Measure D sales tax revenues.

Special Health Service

Ridership/Revenue

This special health service bus that goes to Santa Barbara twice a week continues to serve the needs of the north county area. Ridership and revenues are essentially the same every year and quarter. The year to date operating costs are $37,038 with fare revenues of $4,982 and fare box ratio of 14%. Costs for this service are shared by the agencies of Santa Maria, Lompoc, Guadalupe, and the County of Santa Barbara.

CONTRACTOR ACTIVITIES

Contractor Operations

The SMOOTH staff at the end of the fourth quarter included 2 supervisors, 3 dispatchers, 25 bus drivers, 1 bus porter, a clerk-typist, and a bookkeeper. There were 6 driver evaluations and one medical renewal completed this quarter. SMOOTH has completed staff training on the new Demand Response dispatch software and the software is now in use. After the system has "learned" all the input information regarding client locations and distances between trips it will provide faster and more efficient scheduling. SMOOTH staff is now working on an information sheet explaining the new requirements required by the American Disabilities Act for calling in.

SMOOTH continues their work on a new and more informative bus schedule for fixed routes and door-to-door services which should be completed by the end of this year. With the approval by the City Council on a new operations contract, both the City and SMOOTH staffs are meeting to discuss operating areas that can be improved.

Marketing

A summary of marketing activities during the fourth quarter include the following:

* Bartering with a radio station and TV station for advertising on buses
* Ad in S.B. County Fair brochure
* Ad in 49'ers vs. Fire Fighters program
* Ad S.M. Times Elks Rodeo Week
* Ad St. Louis de Montfort graduation program
* Booth at After Hours Business Affair

SMOOTH is currently preparing a Marketing Program and budget for the 94-95 fiscal year. With participation from City staff, there will be special promotions through out the year. Included is the idea to celebrate the 18 years (1976-1994) of service to the community.

SMOOTH's public relations program included attending meetings of social and club organizations, public agencies, and other relevant councils and associations.

STAFF ACTIVITIES

The Engineering Division continued to monitor and administer the SMAT operations along with completing required assistance to the S.B.C. Association of Governments (SBCAG) and meeting regulations of the Federal Transit Administration (FTA).

FTA activity during this quarter included work on the Triennial Review follow-up items, quarterly reports on the grant projects, Section 15 reports and completion of the deficient items for the Triennial Review and ADA update plan. Staff also completed the Request For Proposals (RFP) process for the SMAT operations contract. The complete report on the RFP process was submitted to the FTA for their review and comments. Work continues on the RFP for the purchase of 1 additional and 2 replacements buses. The additional bus will be a clean air bus and will be used on the new Route 7 planned for the 94-95 fiscal year. All the buses will use either compressed natural gas (CNG) or a combination of CNG (primary fuel) and diesel back up. The City's Intersurface Transportation Efficiency Act (ISTEA) application, among other projects included a new clean air bus using Congestion Mitigation and Air Quality (CMAQ) funds. This project was tentatively approved by the SBCAG Board of Directors. Final approval will come from the Federal Government, anticipated in March 1995. This bus will be an addition to Route 7 reducing headway from 60 minutes to 30 minutes.

Staff is also working on an agreement to extend the San Luis Obispo and Santa Maria fixed route bus project for the 94-95 fiscal year. Ridership information received from the San Luis Obispo Regional Authority (SLORTA) indicates that the route is improving. SLORTA has agreed to fund their share for another year and Santa Maria and the County of Santa Barbara have also provided funds for their share.

SYSTEM OPERATIONS

Bus Maintenance

Maintenance and road calls continued to stabilize as the Fleet Service personnel had fewer problems related to the new buses purchased last year. Routine maintenance of the buses and equipment, such as wheelchair lifts and fareboxes, were also completed by Fleet Service.

Service delays/Missed trips

SMOOTH has provided a monthly list of missed trips and service delays for the fourth quarter. During this period there were 2 missed trips as compared to 22 during the second quarter. A missed trip is when one-half or more of a fixed route is not serviced.

A service delay is defined as a delay for 10 minutes or more for the fixed route and 15 minutes for the demand response service. During the fourth quarter there were still a high number of fixed route service delay incidents due mainly to wheelchair boarding and lessor times involving various mechanical problems. Staff continues to work with SMOOTH to reduce the delays with wheelchair boarding and other passenger related problems.

Accidents

There were 2 reported accidents during the fourth quarter. The first accident involved fixed route bus hitting a parked vehicle with minor damage to both vehicles. The second accident involved a demand response bus (no passengers) that resulted in injuries to the occupants of the other involved vehicle. The bus received major front end damage and was repaired. SMOOTH's insurance carrier covered the accident expenses.

Requests/Complaints

There were no significant complaints received by SMOOTH in the fourth quarter and there were the usual requests for service out-side of the Santa Maria Service area.

Bus Stops/Routes

Staff is currently working on installing concrete pads at many locations. Included in the improvements are the installation of several pull outs. The City and SMOOTH staffs are always reviewing bus stops and routes for any changes to improve the service. Staff is currently reviewing Route 6 (Orcutt Area) for possible improvements to improve coverage and passenger productivity.
Installation of shelters that the City Council approved are in the process of being shipped to Santa Maria and their installation should begin by August, 1994.

Attachments:

Exhibit "A" Year to Date Stats
Exhibit "B" Fourth Quarter Stats
Exhibit "C" Passengers by Route
Exhibit "D" Type of Passengers
Exhibit "E" Passenger Totals by Quarter
Exhibit "F" Operating Costs and Revenues

EXHIBIT "A"

SMAT SYSTEM OPERATING DATA AND PERFORMANCE INDICATORS
93/94 FISCAL YEAR
YEAR TO DATE - ENDING 6/30/94

SYSTEM DATA	FIXED ROUTE	DEMAND RESPONSE	SPECIAL HEALTH
Base Fare	$ 0.90	$ 0.75	Varies
Vehicle Revenue Miles	292,286	127,466	20,829
Total Passengers	318,569	25,259	1,705
Revenue Passengers	263,726		
Service Hours	19,617	9,540	936
Fare Revenue	**$122,900**	**$18,340**	**$ 4,982**
Local Share/Measure D	0	$21,085	0
Operating Cost	$708,100	$364,617	$37,038
Net Operating Cost	**$657,535**	**$338,578**	**$34,390**

PERFORMANCE INDICATORS	FIXED ROUTE	DEMAND RESPONSE	SPECIAL HEALTH
NET FARE BOX RATIO	**18.7%**	**11.6%**	**14.5%**
Cost Per Passenger	$ 2.22	$14.44	$22.72
Cost Per Revenue Mile	$ 2.42	$ 2.86	$ 1.78
Cost Per Service Hr.	$36.10	$38.22	$39.57
Passengers per Serv. Hr.	16.24	2.65	1.82
Passengers Per Revenue Mile	1.09	0.20	0.08
Average Fare/Pass.	$ 0.39	$ 0.73	$ 2.92

Note: With the exception of fare box ratio all indicators are based on Operating Cost.

EXHIBIT "B"

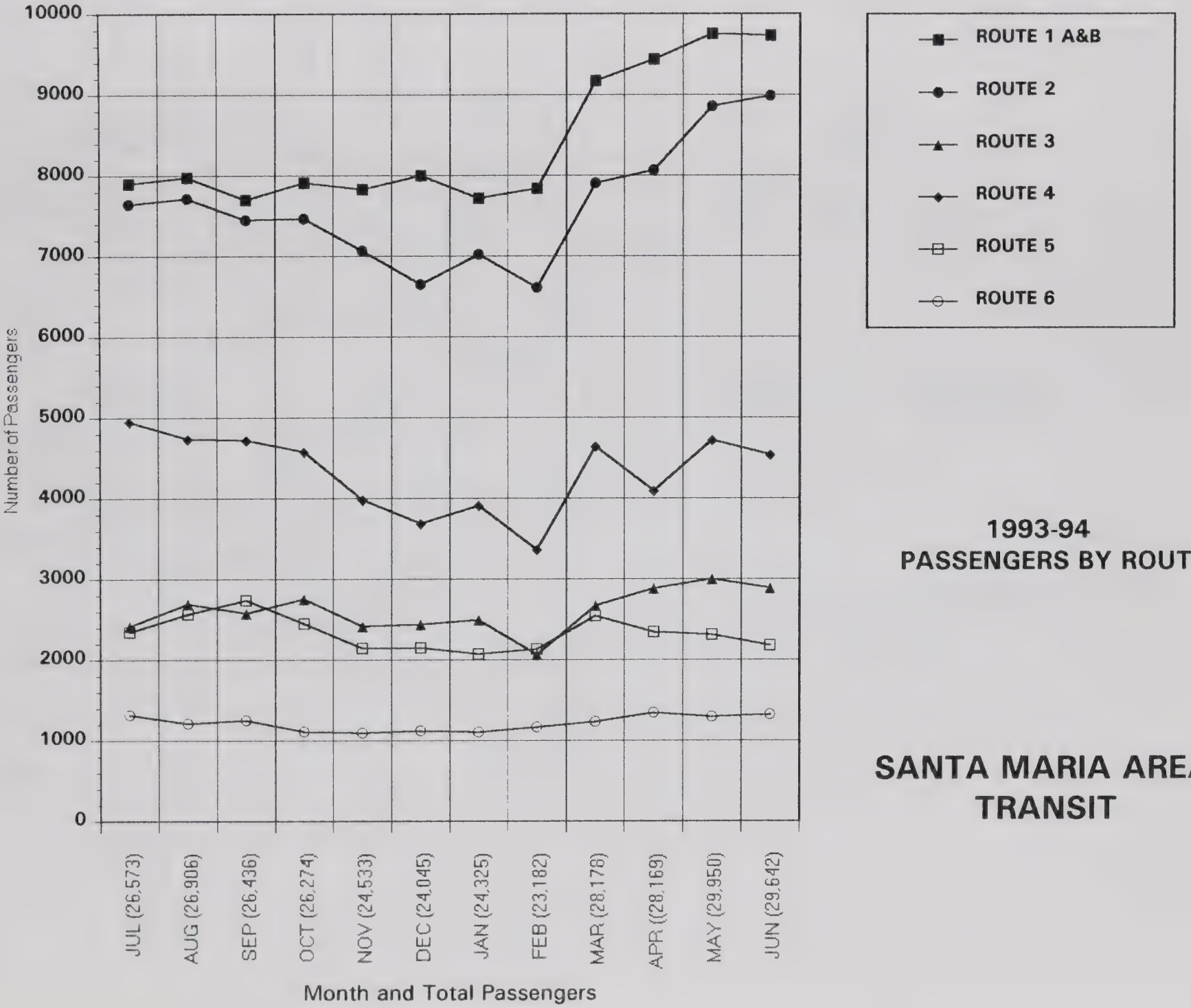
SMAT SYSTEM OPERATING DATA AND PERFORMANCE INDICATORS

93/94 FISCAL YEAR
FOURTH QUARTER - ENDING 6/30/94

SYSTEM DATA	FIXED ROUTE	DEMAND RESPONSE	SPECIAL HEALTH
Base Fare	$ 0.90	$ 0.75	Varies
Vehicle Revenue Miles	73,605	33,095	5,288
Total Passengers	87,977	6,510	457
Revenue Passengers	72,234		
Service Hours	4,984	2,560	225
Fare Revenue	**$ 32,206**	**$ 6,235**	**$ 2,238**
Local Share/Measure D	0	$ 5,162	0
Operating Cost	$179,799	$92,089	$ 9,112
Net Operating Cost	**$167,122**	**$85,596**	**$ 8,470**

PERFORMANCE INDICATORS	FIXED ROUTE	DEMAND RESPONSE	SPECIAL HEALTH
NET FARE BOX RATIO	19.3%	13 %	24.4 %
Cost Per Passenger	$ 2.04	$ 14.14	$19.04
Cost Per Revenue Mile	$ 2.44	$ 2.78	$ 1.72
Cost Per Service Hr.	$36.08	$35.97	$40.50
Passengers per Serv. Hr.	17.65	2.54	2.03
Passengers Per Revenue Mile	1.22	0.20	0.09
Average Fare/Pass.	$ 0.37	$ 0.96	$ 4.90

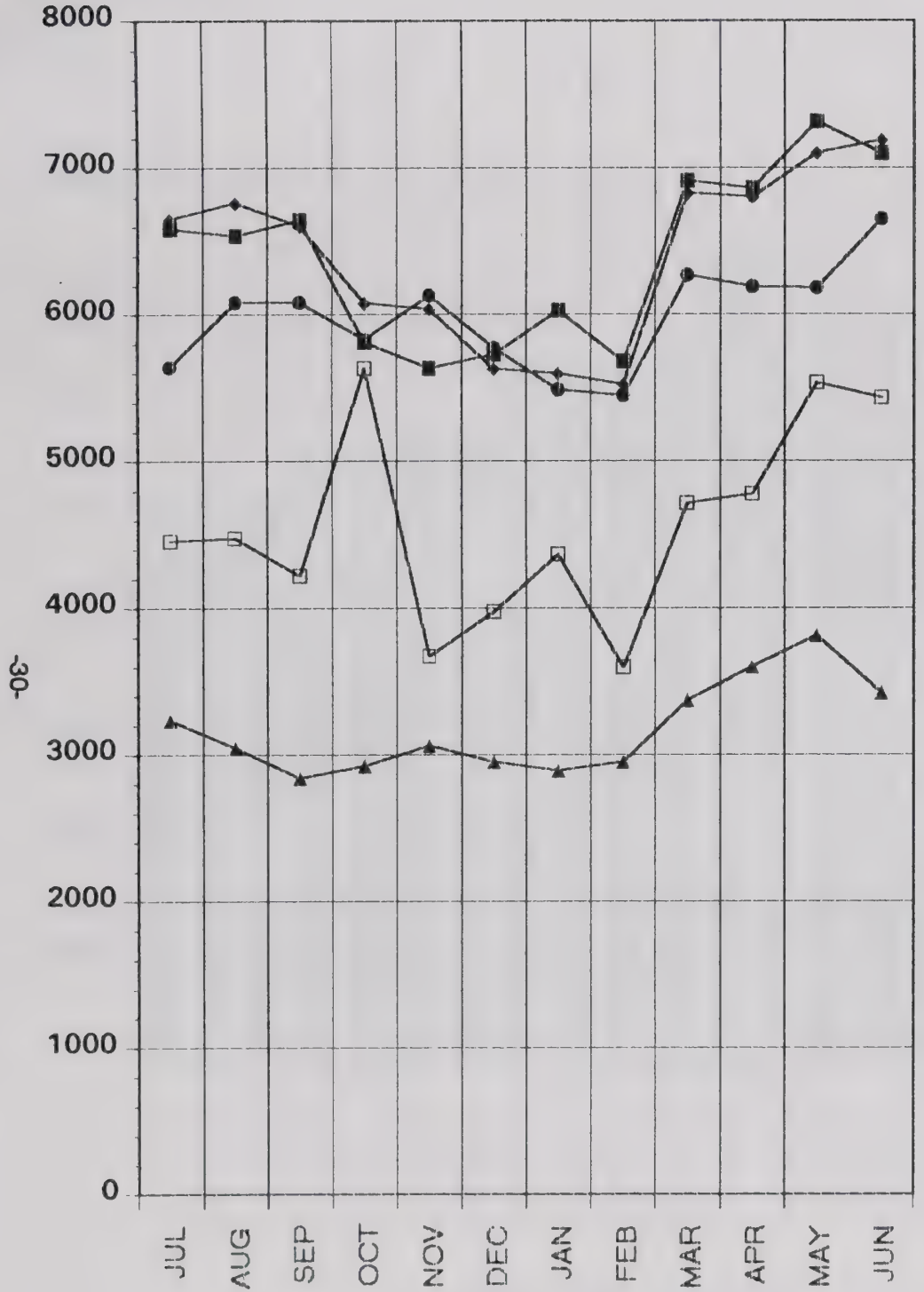
Note: With the exception of fare box ratio all indicators are based on Operating Cost.



1993-94
PASSENGERS BY ROUTE

SANTA MARIA AREA TRANSIT

EXHIBIT "C"



1993-94
FIXED ROUTE RIDERSHIP

SANTA MARIA AREA
TRANSIT

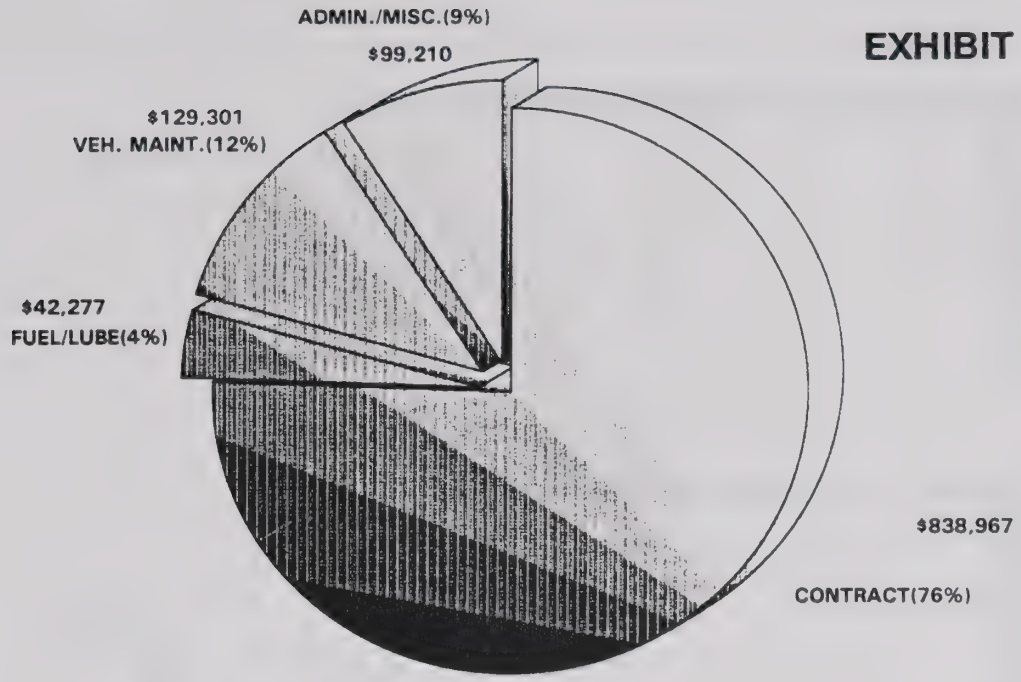
EXHIBIT "D"

RIDERSHIP BY QUARTERS - FIXED ROUTE SYSTEM

SANTA MARIA AREA TRANSIT

EXHIBIT "E"

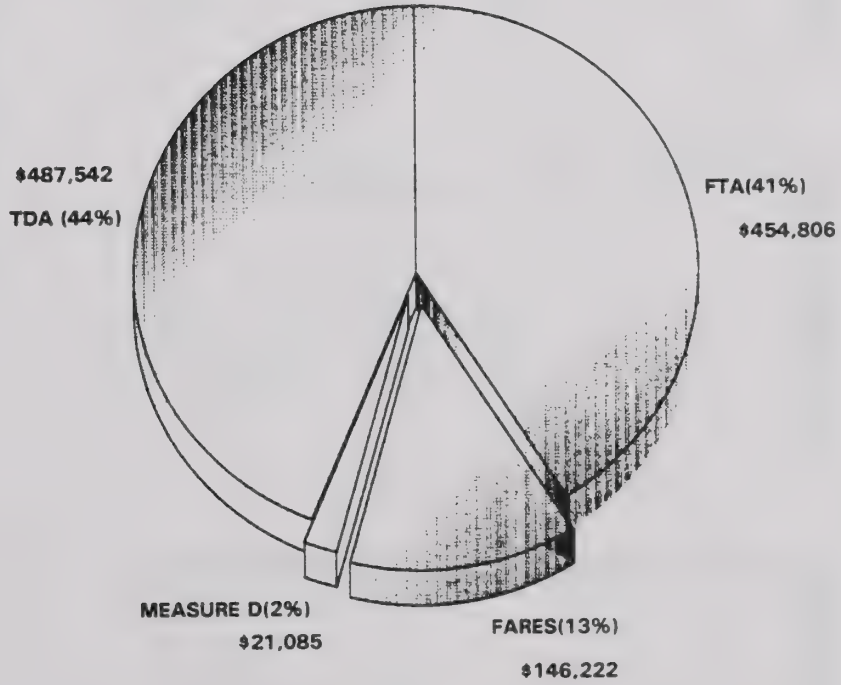
EXHIBIT "F"



TOTAL OPERATING COSTS
$1,109,755

OPERATING COSTS 1993-94 F.Y.

SANTA MARIA AREA TRANSIT



REVENUES 1993-94 FY

SANTA MARIA AREA TRANSIT

FIGURE 10

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
ORGANIZATION CHART 1993–94

CITY ENGINEER
R. G. SWEET

DEVELOPMENT & PLANNING
- ASSOCIATE CIVIL ENGINEER — Kahn
- ENGINEER TECHNICIAN III — Ujano

CAPITAL IMPROVEMENT
- ASSOCIATE CIVIL ENGINEER — Whitehead
- ENGINEERING TECHNICIAN III — Kirkpatrick
- ASSISTANT DRAFTSPERSON — **Wilks

CONSTRUCTION MANAGEMENT
- ASSOCIATE CIVIL ENGINEER — Serres
- PUBLIC WORKS INSPECTOR — Kapka
- ENGINEERING TECHNICIAN III — Rios
- ENGINEERING INTERN — ***Riddiough, ***Forbush

TRAFFIC & TRANSPORTATION
- ASSOCIATE CIVIL ENGINEER — Larson
- TRANSIT PLANNING ENGINEER — Diaz

SUPPORT SERVICES SERVICES
- SECRETARY I — Swarner
- WORD PROCESSING OPERATOR — Libis
- CLERK — Gonzales

**Permanent Part Time
***500 Hrs/Year

ENGORGC1.DWG 12/21/94

FIGURE 11

ENGINEERING DIVISION
CAPITAL IMPROVEMENT SECTION
TABLE 1-A
PROJECT STATUS REPORT
1993/1994

BID NO.	DESCRIPTION	FINAL CONSTRUCTION COST	COUNCIL AWARDED	COUNCIL ACCEPTANCE	COMPLETTION DATE	CONTRACT AWARDED TO
94/01	TRAFFIC SIGNALS AND LIGHTING ROUTE 135 (BROADWAY) & GRANT STREET, S.M.	AWARD = $ 75,941.00	01/04/94	IN PROGRESS	IN PROGRESS	LEE WILSON ELECTRIC COMPANY P.O. BOX 250 ARROYO GRANDE, CA 93420 (805) 489-4216
94/02	SANTA MARIA WATER SERVICE REPAIR PROJECT	$ 365,638.29	12/07/93	06/07/94	04/29/94	TLC BACKHOE SERVICE P.O. BOX 5028 SANTA MARIA, CA 93456 (805) 934-3445
~~94/03~~	~~STREET RECONSTRUCTION PROJECT - 1994~~					C A N C E L L E D 1/31/93
94/04	ROUTE 135 (BROADWAY) AND MORRISON AVENUE INTERSECTION IMPROVEMENTS	AWARD = $113,432.10	05/17/94	REJECTED BY COUNCIL 05/17/94		LEE WILSON ELECTRIC CO. P.O. BOX 250 ARROYO GRANDE, CA 93420-250 (805) 489-4216
94/05	NORTH BLOSSER RD./ALVIN AVE. INTERSECTION IMPROVEMENTS	AWARD = $167,319.00	06/07/94	IN PROGRESS	IN PROGRESS	JOHN P. DONOVAN CONST. CO., INC. P.O. BOX 5549 SANTA MARIA, CA 93456 (805) 922-3998
94/06	BUENA VISTA PARK RENOVATION	AWARD = $361,510.00	~~06/07/94~~ 06/21/94	IN PROGRESS	IN PROGRESS	SPIESS CONSTRUCTION CO., INC. P.O. BOX 2849 SANTA MARIA, CA 93456 (805) 937-5859
94/07	HARDING STORM DRAIN, PHASE I	AWARD = $567,193.25	06/21/94	IN PROGRESS	IN PROGRESS	SPIESS CONSTRUCTION CO., INC. P.O. BOX 2849 SANTA MARIA, CA 93456 (805) 937-5859
	INFORMAL BIDS					
	WEED ABATEMENT AND REMOVAL - 1994	AWARD = $ 27,550.00	03/15/94		IN PROGRESS	HERNANDEZ TRACTOR & DUMPTRUCK SERVICE P.O. Box 550 Nipomo, CA 93444 (805) 929-4532
	INSTALLATION OF LANDFILL GROUNDWATER MONITORING WELL MW-11	$ 10,448.86	03/18/94		06/17/94	ABC LIOVIN DRILLING 1180 East Burnett Street Signal Hill, CA 90806-3442 (310) 424-3390

L3-PRJRPT93.94
August 4, 1994

FIGURE 12
(1 of 2)

ENGINEERING DIVISION
CAPITAL IMPROVEMENT SECTION
TABLE 1-B
PROFESSIONAL SERVICE AGREEMENTS
1993/1994

DIVISION	AGREEMENT DESCRIPTION	NOT TO EXCEED	STATUS % COMPLETE	CONSULTANT
WATER	DESIGN TELEMETRY	$134,759.00	100%	JOHN CAROLLO
WATER	ADDITIONAL STATE WATER ENTITLEMENT	$ 14,540.00	55%	LAWRANCE, FISK, & McFARLAND, INC.
WASTEWATER	DESIGN DEJOY TRUNK LINE	$278,444.00	100%	JOHN CAROLLO
SOLID WASTE	ENGINEERING SERVICES	$ 59,800.00	100%	STAR ENGINEERING
SOLID WASTE	ARTICLE 5	$ 80,000.00	100%	IT CORPORATION
SOLID WASTE	MINING PERMITS	$ 29,700.00	100%	BISSEL & KARN, INC.
STREETS	GENERAL PLAN UPDATE - STORM DRAINAGE ELEMENTS	$ 36,000.00	50%	PENFIELD & SMITH
STREETS	GPS NETWORK & DIGITAL TOPO MAPPING	$ 76,982.00	100%	PENFIELD & SMITH
STREETS	NORTH BLOSSER CORRIDOR	$ 38,210.90	70%	GARING TAYLOR & ASSOCIATES, INC.
SOLID WASTE	1993-1994 QUARTERLY SAMPLING, ANALYSIS & REPORTING FOR MONITORING WELLS @ S.M. LANDFILL	$215,407.00	100%	CIRRUS ENVIRONMENTAL
STREETS	JPA-WILLIAMS/HARDING STORM DRAIN	$120,000.00	70%	COUNTY OF SANTA BARBARA
STREETS	BROADWAY/MORRISON INTERSECTION	$ 16,818.00	100%	DENNIS BETHEL & ASSOCIATES
RECREATION & PARKS	PROPOSAL FOR OAKLEY & BUENA VISTA PARKS	$ 33,082.50	100%	MACARE-MADJEDI ARCHITECTS
STREETS	BLOSSER/ALVIN SIGNAL DESIGN	$ 10,032.64	100%	A.T.E.
STREETS	WILLIAMS & HARDING STREET STORM DRAIN	$ 5,000.00	100%	WILL COPELAND
STREETS	MILLER/S.M. WAY INTERSECTION	$ 28,845.00	35%	SKYWAY ENGINEERING
STREETS	STOWELL/BLOSSER INTERSECTION	$ 16,000.00	65%	FRED SCHOTT & ASSOCIATES
WATER	STATE WATER MASTER PLAN AND TRANSMISSION LINE DESIGN	$534,020.00	30%	BOYLE ENGINEERING CORPORATION
STREETS	BLOSSER CHANNEL CROSSINGS	$ 24,000.00	33%	APPLIED ENGINEERING
STREETS	E. MAIN ST./HIGHWAY 101 INTERCHANGE PRELIMINARY FLOOD STUDY PROPOSAL	$ 44,532.00	56%	PENFIELD & SMITH
WATER	SERVICES OF INDEPENDENT CONTRACTOR	$110,750.00	70%	JIM BASS
STREETS	PROPOSAL TO CONDUCT THE 1993/1994 S.M. ANNUAL TRAFFIC COUNT SUMMARY	$ 7,705.00	82%	A.T.E.
SOLID WASTE	PREPARATION OF FINAL CLOSURE/POST-CLOSURE MAINTENANCE PLAN FOR THE S.M. LANDFILL	$197,468.00	58%	SCS ENGINEERS
SOLID WASTE	ENVIRONMENTAL SUPPORT SERVICES	$ 1,500/MTH OR $ 18,000./YR	75%	TECHNOLOGICAL ENVIRONMENTAL SYSTEMS, INC.
STREETS	RAILROAD & HARDING INTERSECTION SURFACE IMPROVEMENT PLAN	$ 16,200.00	100%	GARING, TAYLOR & ASSOCIATES
WASTEWATER	AIR TOXICS EMISSIONS	$ 20,720.00	84%	JOHN CAROLLO ENGINEERS
WASTEWATER	WASTEWATER MASTER PLAN EIR PROPOSAL	$ 40,114.00	64%	INTERFACE
WASTEWATER	ENGINEERING DESIGN SERVICES FOR THE EXPANSION OF WWTP & DISPOSAL FACILITIES	$620,162.00	32%	JOHN CAROLLO ENGINEERS
WATER	DESIGN CITY WATER WELLS 13S & 14S	$ 96,750.00	15%	SKYWAY ENGINEERING, INC.

L3-PROFSER.AGM
August 5, 1994

FIGURE 12
(2 of 2)

ENGINEERING DIVISION
CAPITAL IMPROVEMENT SECTION
TABLE 1-B
PROFESSIONAL SERVICE AGREEMENTS
1993/1994

DIVISION	AGREEMENT DESCRIPTION	NOT TO EXCEED	STATUS % COMPLETE	CONSULTANT
STREETS	BETTERAVIA/101 INTERSCHANGE ENVIRONMENTAL DOCUMENTATION	$ 2,180.00	100%	FUGRO-McCLELLAND, INC.
WATER	MAINTENANCE SERVICES FOR CITY-OWNED SOFTWARE PACKAGE	$ 19,755.00	58%	PERSONAL COMPUTER TRAINING WHEELS
SEWER	PROFESSIONAL DESIGN SERVICES FOR INSTALLATION OF ONE 22.5 KW GENERATOR AND ONE 65 KW GENERATOR	$ 5,012.00	100%	MAURICE M. MACARE
WATER	STATE WATER HEADER PIPELINE BLENDING/DISINFECTION FACILITIES	$314,931.00	13%	JOHN CAROLLO ENGINEERS
WATER	STATE WATER CONNECTION FACILITIES	$ 19,997.00	77%	SAIC
WASTEWATER	GENERAL PLAN UPDATE - WATER & SEWER ELEMENTS	$ 55,650.00	97%	JOHN CAROLLO ENGINEERS
WATER	STATE WATER PEER REVIEW	$ 1,814.52	100%	SKYWAY ENGINEERING/GTA
WATER	STATE WATER TRANSITION	$ 4,500.00	25%	SHANE TAYLOR
STREETS	BROADWAY/GRANT TRAFFIC SIGNAL DESIGN	$ 5,000.00	85%	A.T.E.
WASTEWATER	WASTEWATER TREATMENT PLANT MASTER PLAN	$167,793.00	100%	JOHN CAROLLO ENGINEERS

L3-PROFSER.AGM
August 5, 1994

FIGURE 13
(1 of 2)

CONSTRUCTION MANAGMENT SECTION
TABLE 2
PROJECT STATUS REPORT
1993/1994

BID NO.	DESCRIPTION	ENGINEER'S ESTIMATE	ORIGINAL BID PRICE	FINAL CONTRACT PRICE	AWARDED TO	COMMENCEMENT DATE COMPLETION DATE
93/01	BUS TURNOUT PROJECT	$155,000.00	$107,991.00	$240,262.63	M. J. ROSS CONSTRUCTION CO., INC. P.O. Box 1010 Arroyo Grande, CA 93421 (805) 481-3277	09/02/93 12/07/93/ca
93/04	REDEVELOPMENT AGENCY OF THE CITY OF SANTA MARIA - RUFFONI BLDG. TENANT IMPROVEMENT -- COMMUNITY DEVELOPMENT	$175,000.00	$167,551.00	$174,423.22	S.J. DEFERVILLE CONSTRUCTION CO. P.O. Box 5446 Santa Maria, CA 93456 (805) 925-2988	05/28/93 09/07/93/ca
93/05	PARKING LOT IMPROVEMENT PROJECT	$100,000 (w/o Alternates) $ 7,000 (Alternates	$104,864.20	$118,504.05	M. J. ROSS CONSTRUCTION, INC. P.O. Box 1010 Arroyo Grande, CA 93421 (805) 481-3277	04/30/93 Ph I 09/10/93 Ph II 12/07/93/ca
93/06	WEED ABATEMENT & REMOVAL - 1993	$18,000.00	$20,925.00	$20,883.89	HERNANDEZ TRACTOR & DUMP TRUCK P.O. Box 550 Nipomo, CA 93444 (805) 929-4532	07/15/93 08/03/93/ca
93/07	CITY OF SANTA MARIA SOLID WASTE LANDFILL CONSTRUCT DRAINAGE CHANNELS	$179,800.00	$151,200.00	$442,113.57	JOHN P. DONOVAN CONST. CO., INC. P.O. Box 5549 Santa Maria, CA 93456 (805) 922-4366	12/13/93 02/01/94/ca
93/08	SEWER MANHOLE REPLACEMENT AND REHABILITATION PROJECT WITH GRIT SCREW MAINTENANCE	Base: $82,000.00 Alt: $26,500.00	$79,865.00	$106,178.25	R. BAKER, INC. P.O. Box 419 Arroyo Grande, CA 93420 (805) 489-8711	01/24/94 04/19/94/ca
93/09	SIDEWALK REPAIR PROJECT - 1993	$180,000.00	$216,295.00	$302,970.76	S.P. MILLING COMPANY P.O. Box 71 San Luis Obispo, CA 93406 (805) 543-0326	12/21/93 05/17/94/ca
93/13	STREET MAINTENANCE - 1993	$540,000.00	$584,205.89	$783,745.31	GRAHAM CONTRACTORS, INC. P.O. Box 26770 San Jose, CA 95159 (408) 293-9516	11/04/93 02/15/94/ca
94/02	SANTA MARIA WATER SERVICE REPAIR	$550,000.00	$247,755.60	$365,638.29	TLC BACKHOE SERVICE P.O. Box 5028 Santa Maria, CA 93456 (805) 934-3445	04/29/94 06/07/94/ca
~~94/03~~	~~STREET RECONSTRUCTION PROJECT - 1994~~	~~$726,000.00~~			C A N C E L L E D 1/31/93	

L3-Annual.Rpt
(ca = COUNCIL APPROVAL)
January 18, 1995

FIGURE 13
(2 OF 2)

CONSTRUCTION MANAGEMENT SECTION
TABLE 2
INFORMAL PROJECT STATUS REPORT
1993/1994

BID NO.	DESCRIPTION	ENGINEER'S ESTIMATE	ORIGINAL BID PRICE	FINAL CONTRACT PRICE	AWARDED TO	COMMENCEMENT DATE COMPLETION DATE
	PLUMBING MODIFICATIONS @ WELLS 5AS, 7S & 8S	$15,000.00	$15,902.00	$15,902.00	JAMIESON CONSTRUCTION CO., INC. 2250 Hutton Rd. Nipomo, CA 93444 (805) 922-3998	05/13/94
	INSTALLATION OF LANDFILL GROUNDWATER MONITORING WELL MW-11	$12,000.00	$8,994.00	$10,448.86	ABC LIOVIN DRILLING 1180 East Burnett Street Signal Hill, CA 90806-3442 (310) 424-3390	06/17/94

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(ca = COUNCIL APPROVAL)
January 18, 1995

FLEET SERVICES DIVISION

This Division is responsible for the management of the City's entire fleet. The mobile and stationary fleet has approximately 335 pieces of equipment varying in size and type powered by gasoline, propane, CNG or diesel. The major portion consists of passenger vehicles and trucks; the remainder includes miscellaneous power equipment from lawn edgers to Caterpillar D-8 bulldozers. During fiscal year 1993-94, fleet vehicles traveled 1,962,402 miles, an increase of 10% from last year using some 289,582 gallons of fuel, an increase of 5.4% from last year.

The maintenance program includes "in-house" minor and major engine repairs, tune-ups, general repairs, metal fabrication, minor body repairs, brake repairs, tire repairs, lubrication and an effective preventive maintenance program. An analysis is performed on each job to assure best overall safety and economy. This has resulted in the need for a minimum dollar budget. This division is unique in that it operates as a "pool" rental system for all the mechanical equipment used by all the department and divisions. Division personnel develop the specifications for purchasing of the equipment; keep detailed records for equipment cost analysis; and calculates the rental rates for vehicles as well as the City radio communication units.

Revenue from the Pool Rental Program and other reimbursements is as follows:

a. Comm. and Rental	$	11,652.00
b. Assigned and unassigned vehicles		1,499,099.00
c. Private party accident insurance		.00
d. Sale of surplus vehicles and equipment		.00
e. Services provided to other agencies		83,864.00
TOTAL	**$**	1,594,615.00

Due to budget cutbacks, communication and equipment rental charges were curtailed in February, 1992, for general fund supported equipment. There have been no reductions in rent collected for utility or enterprise fund supported equipment such as water, sewer, solid waste, and wastewater. Therefore, revenues have remained about the same as the previous year.

Police patrol and Santa Maria Area Transit (SMAT) accounted for the greatest number of miles traveled during 1993-94 fiscal year. Police

patrol operated 19 black and white units for a total of 466,887 miles, or an average of 2,047 miles (16% decrease from last year) per unit per month for the 12-month period.

SMAT operated 14 buses during the same period in providing door to door, fixed route and health services transportation compiling a total 436,794 miles traveled for the year or an average of 2,600 miles (22% increase from last year) per unit per month.

Alternate Fuel Pilot Program:

In addition to three (3) propane powered fleet units already in service (1992-93) , nine (9) 1993 Ford Crown Victorias were converted to compressed natural gas (CNG). The units are bi-fuel, black and white complete police patrol equipped. The cost to convert the units, approximately $4,400.00 each, was paid for by the Gas Co. and Santa Barbara County APCD. No costs was incurred by the City of Santa Maria. As anticipated the CNG units have experienced a decrease of approximately 10-15% in fuel economy, however, a fuel cost savings is still observed as equivalent cost per gallon to gasoline is 81 cents for CNG compared to $1.14 per gallon for super unleaded.

The alternate fuel pilot program was developed in response to the State of California's encouragement of fleet owners to turn to alternative fuels that will significantly reduce pollutants from vehicle emissions. Ideally, use of such alternatives should also reduce fuel costs and increase vehicle operating efficiencies. With the pilot program in place, the City of Santa Maria has been eligible to apply for State grant funds to cover cost of conversion for high mileage fleet vehicles to alternate fuel. The program has also allowed fleet maintenance personnel to develop experience in dealing with equipment using various fuel supplies available.

Revenue to the equipment replacement fund, as mentioned above, was impacted in February, 1992. In an effort to sustain this fund, only equipment that had failed or was near failure was replaced during the fiscal year. Of the $729,400.00 that was budgeted for equipment replacement, $360,130.00 was expended. Staff will evaluate equipment to re-power or refurbish wherever possible to extend the unit life in an effort to preserve the equipment replacement fund.

Fleet Services Division Re-Organization Status:

A mechanic I was hired (9/93) to fill the void in the preventative maintenance (P.M.) program. The void was created in December 1992 when the MWII and PMI mechanic positions were vacated and not filled. Also, the fleet analyst

position which was vacated in September 1992 has not been filled to date. The Mechanic I position was developed exclusively to support the P.M. program. The position has improved the efficiency of operations. We are now able to maintain the P.M. schedule for oil changes or minor repairs to the general fleet vehicles without pulling or rotating Mechanic II's.

FIGURE 14

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
FLEET SERVICES DIVISION
ORGANIZATION CHART 1993-94

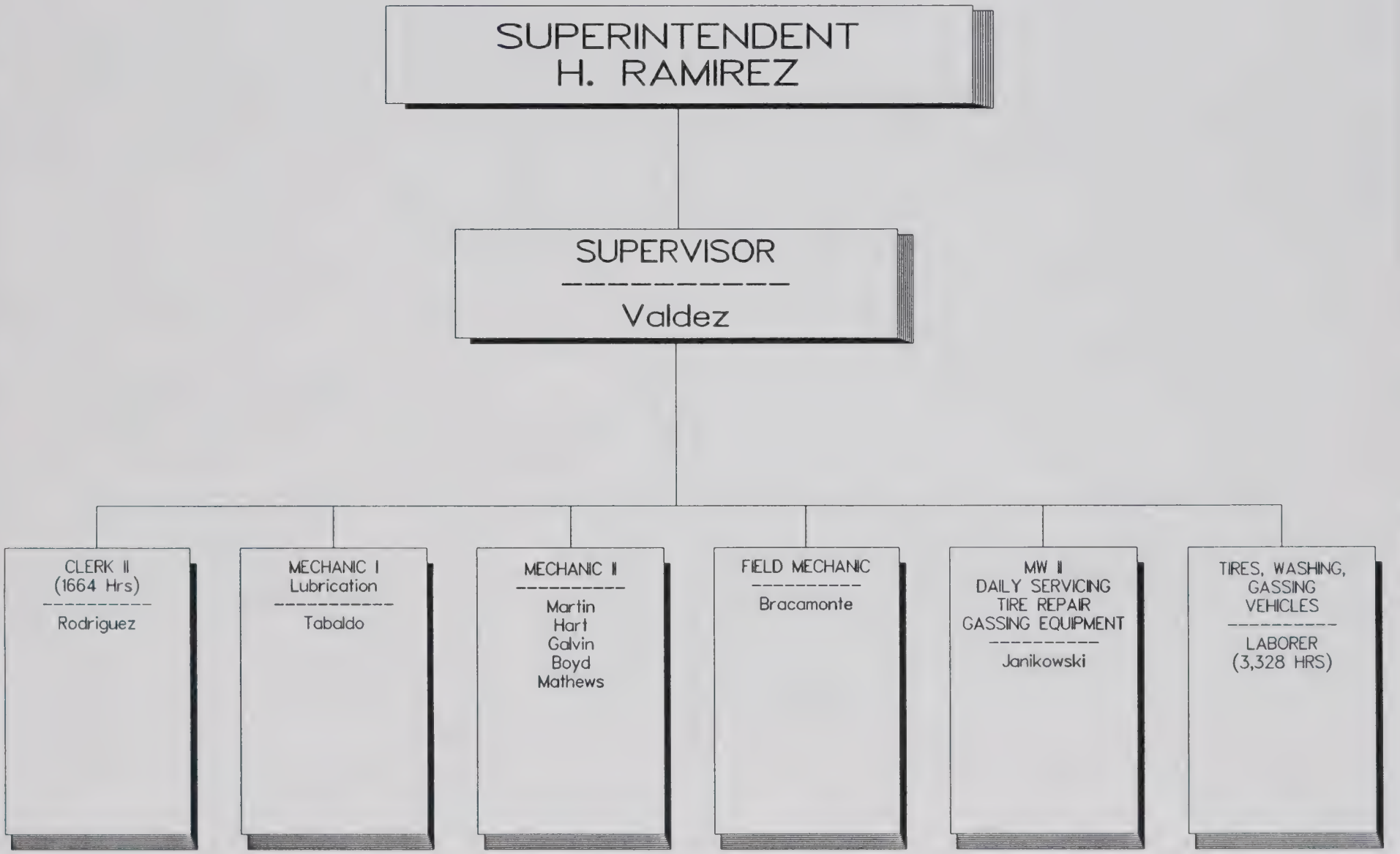
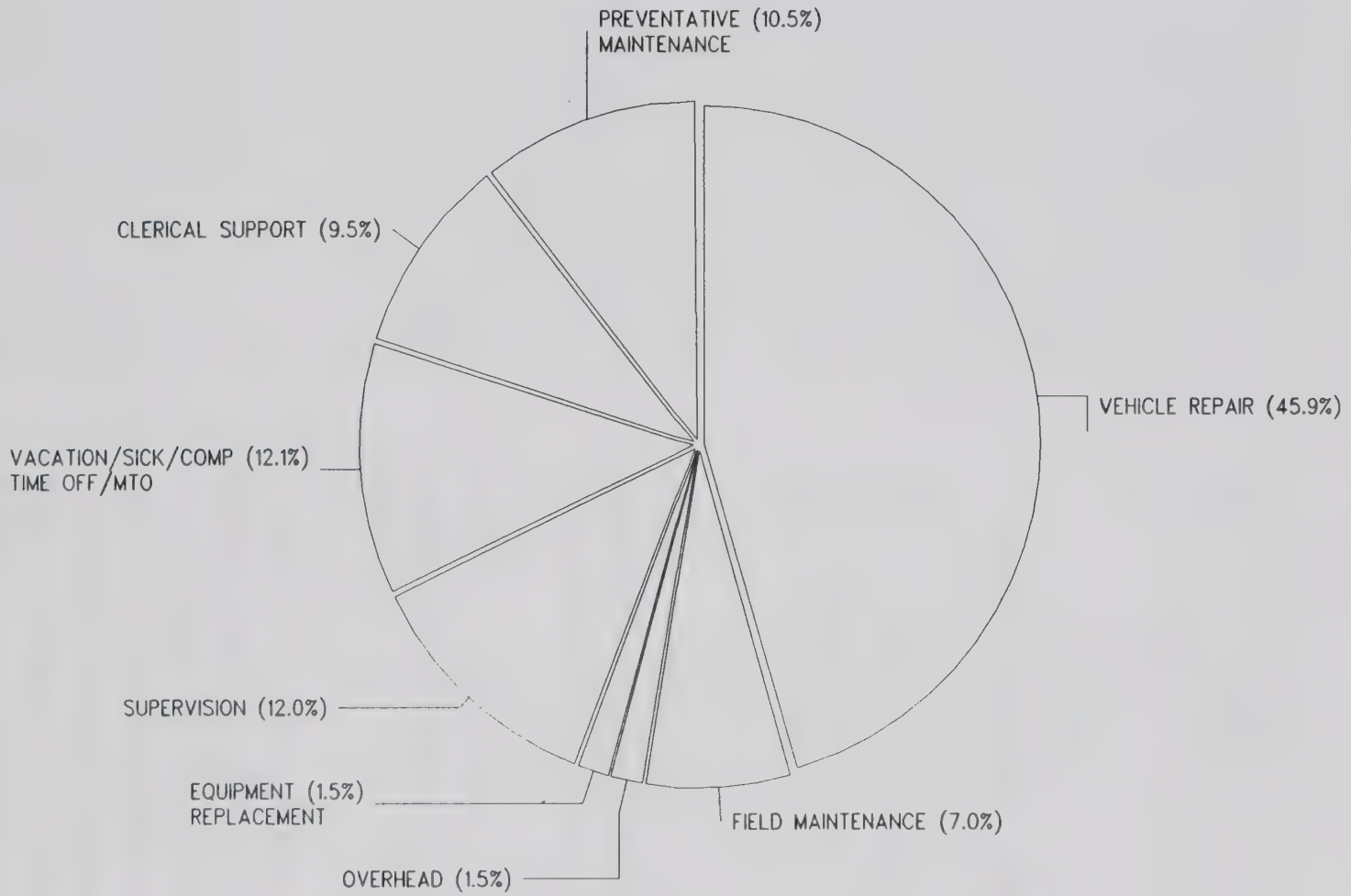


FIGURE 15

CITY OF SANTA MARIA
FLEET SERVICES DIVISION

Staff Hours Utilization 1993-1994



TOTAL STAFF HOURS: 25,795

SOLID WASTE DIVISION

The Solid Waste Division provides waste collection services to citizens of the City of Santa Maria and waste disposal services to areas of northern Santa Barbara County and southern San Luis Obispo County. The Division is organized into two sections - Collection and Disposal. The Division also has the additional responsibility for Household Hazardous Waste (HHW) management, implementation of AB 939, (the Integrated Waste Management Act).

Collection Section

Using City personnel and equipment the Collection Section of the Solid Waste Division is responsible for the collection of mixed refuse from approximately 12,686 residential and commercial accounts. Residential refuse is collected once each week and the commercial accounts are serviced from one to six times each week.

Most of the city is served by city forces, but the area southerly of Battles Road is serviced by Health Sanitation Service (HSS), a privately owned and operated company. The company operates in the city under a franchise agreement administered by the Solid Waste Division and the Finance Department. The northern boundary of the area franchised to Health Sanitation will be moved south beginning this July, in accordance with the schedule given below.

FRANCHISE AREA CHANGE SCHEDULE

Year	Northern Boundary Change
1994	from Battles Rd. to Carmen Lane
1999	from Carmen Ln. to Betteravia Road
2004	from Betteravia Rd. to McCoy Lane

Residential collections by city forces are accomplished with three, single operator, automated sideloading (ASL) trucks.

Collection of commercial accounts is accomplished with three, single operator front loading trucks.

The amount of refuse collected by City personnel during the reporting year totaled 39,011 tons which is a 2.6% increase over the prior year. The amounts of refuse collected by City personnel for the past and current year are given for comparison. The annual tonnage collected by HSS within the City limits is not segregated from that collected from areas

outside of Santa Maria, but City staff has estimated the Santa Maria tonnage at 2,491 tons this year.

Year	Residential Tons	Commercial Tons	Total Tons
1992	19,935	18,043	37,978
1993	20,634	18,377	30,011
% Difference	+3.4%	+1.8%	+2.6%

Since the implementation (July 1, 1987) of the automated collection system for collection of residential accounts, the average amount of refuse collected per account has decreased. The largest decrease in the amount collected occurred after the first years of implementation. In addition, a decrease has been noticed since implementation of the curbside recycling program in July 1, 1991. The amount collected during this reporting year (July 1, 1993 - June 30, 1994) appears to reflect the increase in population. Figure 17 graphically shows the amount of refuse collected from residential accounts over the calendar years of 1992 and 1993 by month.

Figure 18 is a comparison of the number of miles traveled by all Solid Waste Division trucks for each calendar year. Factors which have contributed to increases and/or decreases in miles traveled include new construction, fluctuations in housing stock vacancy rates, route adjustments, and other appropriate changes.

Figure 19 indicates the number of accounts for each fiscal year (June) for residential and commercial service over the past 15 years. Abnormalities in the residential curve have resulted from inconsistent methods of record keeping for the number of accounts. That problem has been resolved.

Figure 20 show the total tons hauled for both residential and commercial customers over the past eight years (calendar year).

The amount of work related injuries still remains low with the automated residential collection system. There were nine injuries in 1986, the year before automation. After six years of automation, only one injury has occurred.

Capital assets added this year consist of 100 new refuse bins (commercial) purchased for new accounts.

Disposal Section

The Disposal Section of the Solid Waste Division is responsible for operation of the City Landfill located along the Santa Maria River near the easterly terminus of East Main Street. This operation involves the receiving, spreading, compacting and covering of all refuse

generated in the City, as well as that generated by citizens living adjacent to the City in southern San Luis Obispo and northern Santa Barbara Counties. Some of the associated activities include construction and maintenance of the access roads and erection of fences for the control of blowing litter.

Two fee increases were instituted during the fiscal year: 5% on 7/1/93 and 10% on 1/1/94. These increases were adopted to cover increased costs to implement mandated programs such as maintenance of landfill, closure fund deposits, and environmental monitoring of air and water (drainage and groundwater).

Activity by regulatory agencies at the landfill continues to increase. The division implemented a groundwater monitoring program on a quarterly basis in 1993, and on a semi-annual basis in 1994. Gas samples have been collected twice since the gas monitoring wells were installed. Monitoring for methane gas in landfill structures is conducted monthly.

During Fiscal Year 93-94, one new groundwater monitoring well was installed to monitor the groundwater downgradient from the landfill. The City performs monitoring on 15 groundwater monitoring wells. Three of the wells are upgradient and provide background levels for water quality unaffected by the landfill; the remaining wells monitor the landfill's impact on groundwater downgradient from the site in the uppermost aquifer, the alluvial formation.

The water quality parameters analyzed for in the groundwater monitoring program include: Volatile Organic Compounds (VOC), general chemistry and metal analyses. Groundwater elevations are measured on a monthly basis.

Reporting includes groundwater elevations and chemical constituents. During the fiscal year, the groundwater quality included total dissolved solids (TDS) ranging from 640 to 1650 milligrams per liter (mg/l); total hardness was 377 to 1003 mg/l. Metals were detected at levels essentially the same as background. VOCs were found just above detection levels in several wells: tetrachloroethylene at MW-3R, MW-4R; 1,1-dichloroethane and c-1,2, dichloroethane at MW-5R.

The entire list of constituents of concern (COCs), an expanded list of chemical compounds that have been found in landfill leachate, were determined for all monitoring wells at the site in the Spring of 1994. The only compounds found, (phthalates), were probably due to sampling on lab equipment contamination.

The results do not suggest that impacts from the landfill have threatened the safety of drinking water pumped from the aquifer. The City's drinking water supply wells extract water from a deeper, separate aquifer, known as the Paso Robles formation. The City has continued to expand its groundwater monitoring network to refine understanding of the landfill's influence on the environment.

Figure 21 shows the acreage used through the past calendar years. Variations in acreage use over the years have been a result of many factors (i.e. type of land used, economic times, compactive effort, height of fill).

The Preliminary Closure/Postclosure Maintenance Plan states that approximately 88 acres of clean land remain for the existing landfill operation. This acreage is being used as a borrow pit to obtain daily cover material. Th borrow pit is not proposed for landfilling at this time because expensive liner, leachate collection system installations would be required prior to use. Since October 1991, only relifting has occurred. Ideally, a new method of disposal (e.g. transfer to alterative, permitted landfills can be implemented prior to the need to expand into the borrow area. Staff is attempting to procure a permit to mine City owned property within the Santa Maria River adjacent to the landfill. The quantity of borrow material that may be approved may be minimal.

Figure 22 indicates the total number of tons received at the landfill for the various recent calendar years. The graph shows the average number of tons received per day for each calendar year. These figures are reported on a quarterly basis to the Regional Water Quality Control Board in compliance with their Order No.93-84 adopted October 8, 1993.

Figure 23 indicates the total loads for the year and average number of loads/day received at the landfill each calendar year.

Household Hazardous Waste Collection Facility (HHWCF)

The City acquired partial funding from a discretionary grant program with the California Integrated Waste Management Board for construction of the HHWCF, and the facility opened in October 1992.

The HHWCF, provides citizens a location to dispose of vehicle waste oil, antifreeze, and lead acid batteries, and other household hazard waste, thus preventing this type of waste from being disposed of in the landfill.

Program requirements include the following elements: categorize the waste by type and compatibility; screen household hazardous material at the landfill via a load check program;

prepare the waste for transportation and disposal at a Class I hazardous waste facility; and manage the program and facility per State and local government hazardous waste standards and regulations.

A total of 1,402 gallons (28 drums) of paint and related materials were disposed of through fuel blending and/or recycling at a total cost of $9,266.16. This includes cost of transportation.

Waste oil, antifreeze, and lead acid batteries are recycled. Oily debris (8 drums) has been shipped for incineration at a Class I facility. One thousand eight hundred five (1,805) gallons were recycled at a total cost of $ 25.00. Oil is stored in an above-ground 600 gallon storage tank with secondary containment. The City's HHWCF became a Certified Oil Collection Center on November 1, 1993.

Recycling and Waste Diversion Program

The California Integrated Waste Management Act (AB939, enacted January 1, 1990). requires all cities and counties in California to reduce the amount of solid waste entering landfills or incinerators 25% by 1995, and 50% by the year 2000. As required by AB 939, the City, with Santa Barbara County and the other cities in the county, produced and adopted a Source Reduction and Recycling Element (SRRE) and a Household Hazardous Waste Element (HHWE) which are part of the Countywide Integrated Waste Management Plan. Following is a summary of recycling and waste division activities for FY 1993-94.

Residential Curbside Recycling Program

Was implemented July 1, 1991, and is available to all single family residences in the city. The response from the public continues to be positive, with participation of eligible households at a current level of 52%.

The city has a contract with RALCCO Recycling to provide this service. The following table shows the variety of materials collected and the tonnages recycled July 1, 1993 through June 30, 1994.

A pilot curbside green waste program was conducted for the month of April 1993. A neighborhood consisting of 220 homes participated in the month long program. A total of 18,660 pounds of green waste were collected. The purpose of the pilot study was to gather data to determine the feasibility of implementing curbside green waste collection on a citywide basis in the future.

Staff efforts continue to expand the curbside recycling program to include multi-family dwelling units, as well as the commercial sector waste stream. Public education and outreach

efforts are ongoing as a strategy to increase overall participation.

CITY OF SANTA MARIA RESIDENTIAL CURBSIDE PROGRAM ANNUAL REPORT FY 1993-94		
MATERIAL COLLECTED	POUNDS COLLECTED	TONS COLLECTED
Aluminum Cans/foil	28,130	14.1
Tin/bi-metal cans	498,230	249.1
Glass bottles/jars	626,270	313.1
Plastics	610,786	305.4
All paper/cardboard/cloth	3,098,982	1,549.5
Used motor oil	79,841	40.0
Auto batteries	15,415	7.7
AGGREGATE TOTALS	4,957,654	2,479.0

Special Recycling Programs

Telephone books and Christmas trees are examples of material that fit into a special recycling category because they must be targeted for recovery during a narrow window of time.

Drop-off sites for telephone books were located strategically throughout the city, including several to serve the unincorporated areas. The media played an important role in publicizing the program, which ran for the month of November when the new phone directories are delivered in the Santa Maria Valley. Approximately six tons of telephone books were recovered for recycling. Telephone books are also collected as part of the curbside program.

Christmas trees were collected curbside by city refuse crews and taken to a tree farm where they were chipped into mulch. The mulch was then made available to the public, free of charge. A total of approximately 7,200 trees or 94 tons were chipped.

City Offices In-House Recycling Program

All city offices participate in office and computer paper recycling. Paper is collected from the individual offices by Solid Waste Division

collection staff and temporarily stored at Public Works. The paper is then picked up by clients from the Vocational Training Center for processing and marketing.

To illustrate the success of the in-house recycling program, a comparison was made between reams of paper purchased during the year and reams of paper recycled, as shown in the table below, City employees recycled more paper than was purchased.

buying products made with recycled content is emphasized by the Purchasing Officer.

Waste Diversion Programs at the Landfill

Certain materials previously landfilled are now being diverted to special handling areas after crossing the scale at the landfill. These include appliances/metals, some wood/yard waste, and whole tires.

Appliances and metals are placed in a designated storage area by customers needing

COMPARISON OF PAPER PURCHASED & PAPER RECYCLED FY 1993-94	
PAPER PURCHASED	PAPER RECYCLED
4,198 reams purchased	4,640 reams recycled
Equivalent to: 20,990 pounds	Equivalent to: 23,200 pounds
* 1 ream of paper = 500 sheets = 5 pounds average weight *	

In addition to paper recycling, most city offices recycle newspaper, glass, plastic, aluminum and cardboard. These materials are collected by RALCCO as part of the curbside program. The concept of source reduction is emphasized in City offices, resulting in less waste being produced. Examples include double sided copying, routing one document to multiple parties instead of reproducing individual copies, using the clean side of used paper for scratch pads, and posting notices on bulletin boards where many people can obtain information from a single copy. Closing the recycling loop by

to dispose of these items. Periodically, a mobil baling machine is brought to the landfill by a scrap metal dealer and the material is crushed on site in preparation for shipping to recycling markets. During Fiscal Year 1993-94, a total of 301 tons of metal was diverted from the landfill for recycling. Freon is extracted from refrigerators before they are crushed in order to comply with the clean air act requirements. The freon is recycled.

Wood and yard waste represent a significant percentage of the total waste stream entering the landfill. This material is diverted to a large

area for storage until enough material has been stockpiled to warrant the special grinding equipment to be brought on site. The wood and brush is then ground into chips and transported to a plant where it is used as a fuel source to produce electricity, or used in composting. The total amount of wood recovered in FY 1993-94 was 485 tons.

In the future, it is possible that additional resource diversion programs may be implemented at the landfill, depending on the city's ability to meet the additional staffing requirements for such programs.

FIGURE 16

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
SOLID WASTE DIVISION
ORGANIZATION CHART 1993-94

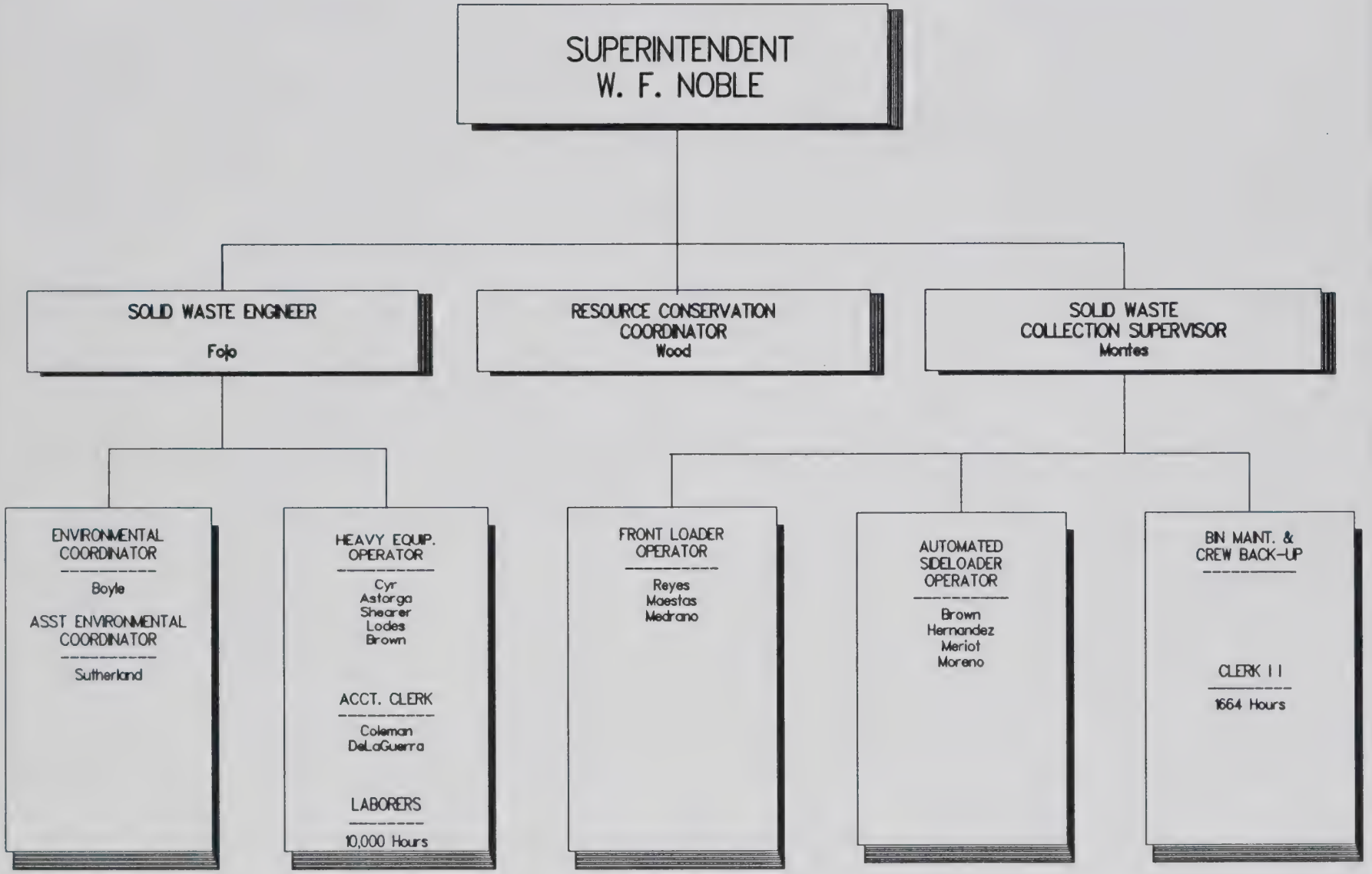


FIGURE 17

CITY OF SANTA MARIA

SOLID WASTE DIVISION

Residential Solid Waste Collection

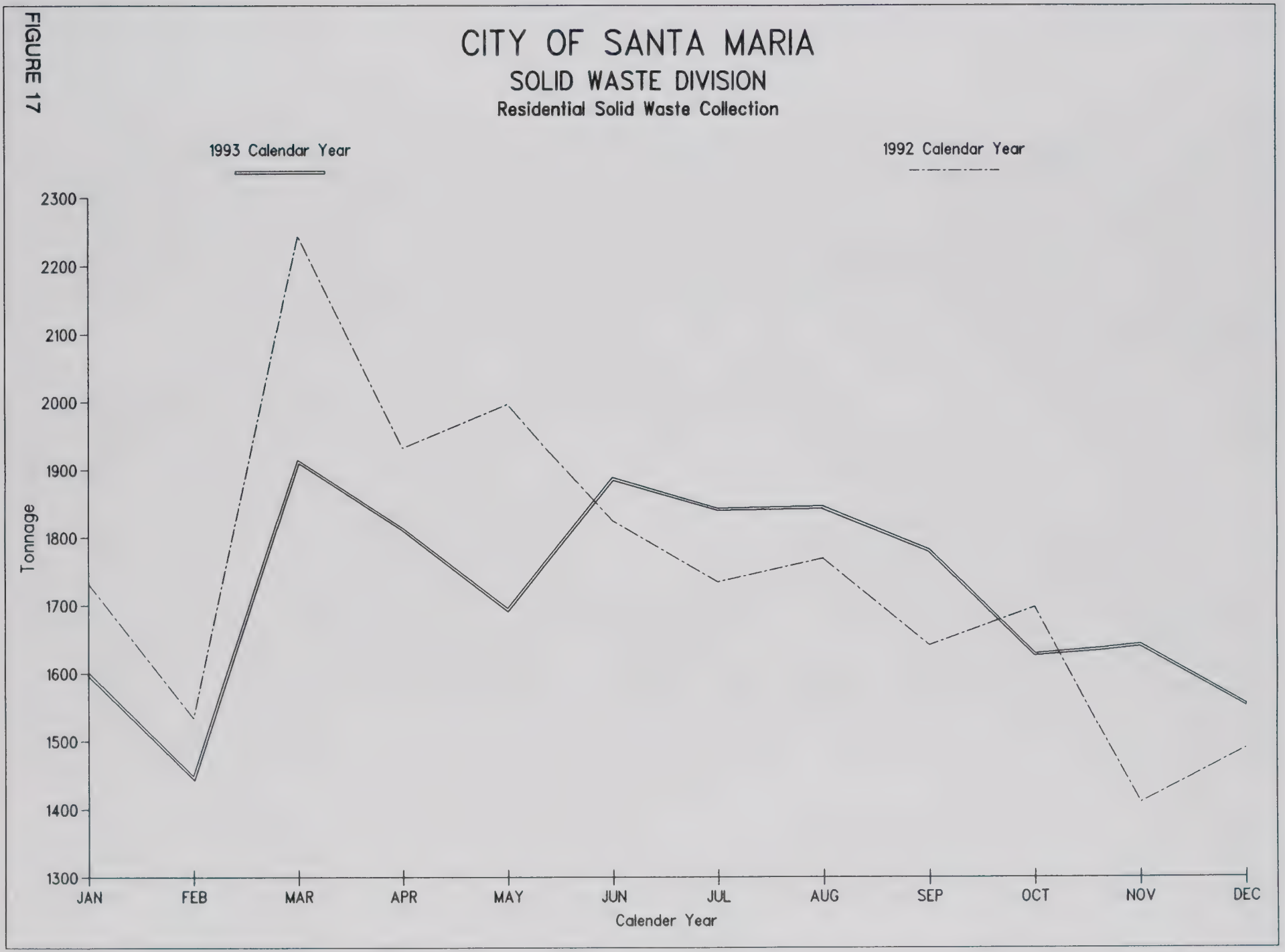


FIGURE 18

CITY OF SANTA MARIA

SOLID WASTE DIVISION

Miles Traveled

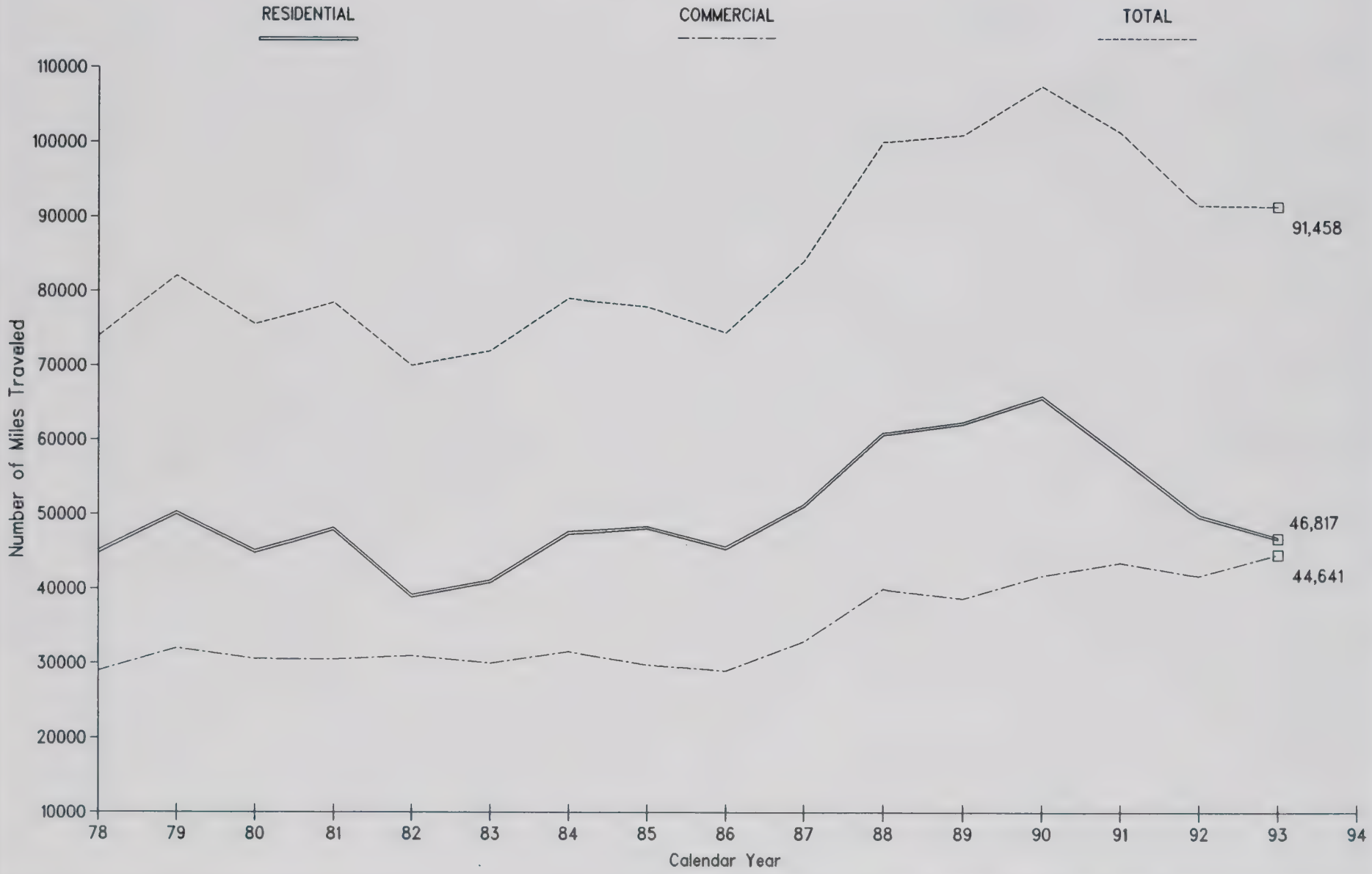


FIGURE 19

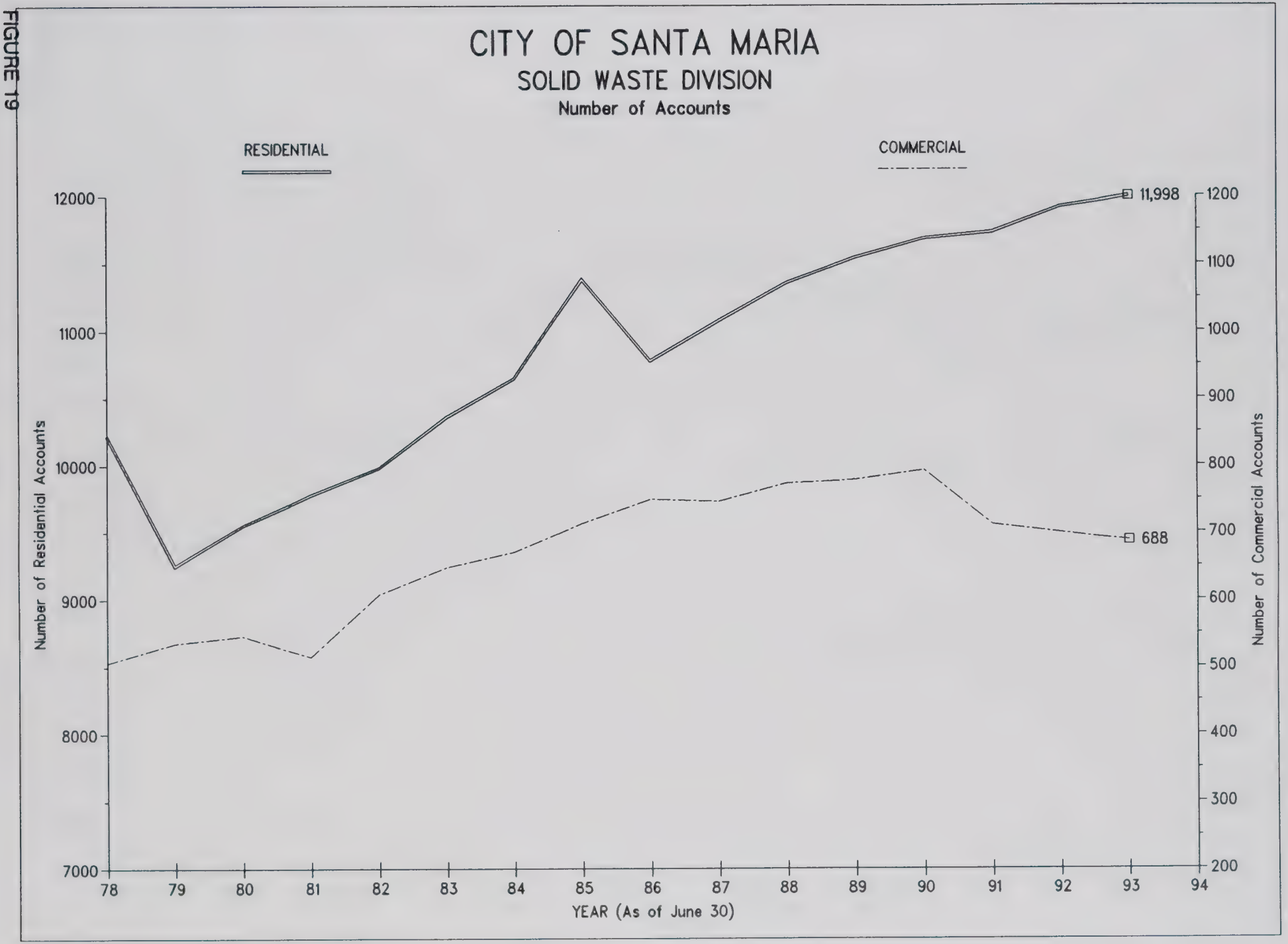

CITY OF SANTA MARIA
SOLID WASTE DIVISION
Number of Accounts
RESIDENTIAL
COMMERCIAL
11,998
688
Number of Residential Accounts
Number of Commercial Accounts
12000
11000
10000
9000
8000
7000
1200
1100
1000
900
800
700
600
500
400
300
200
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
YEAR (As of June 30)

FIGURE 20

CITY OF SANTA MARIA

SOLID WASTE DIVISION

Number of Tons Hauled

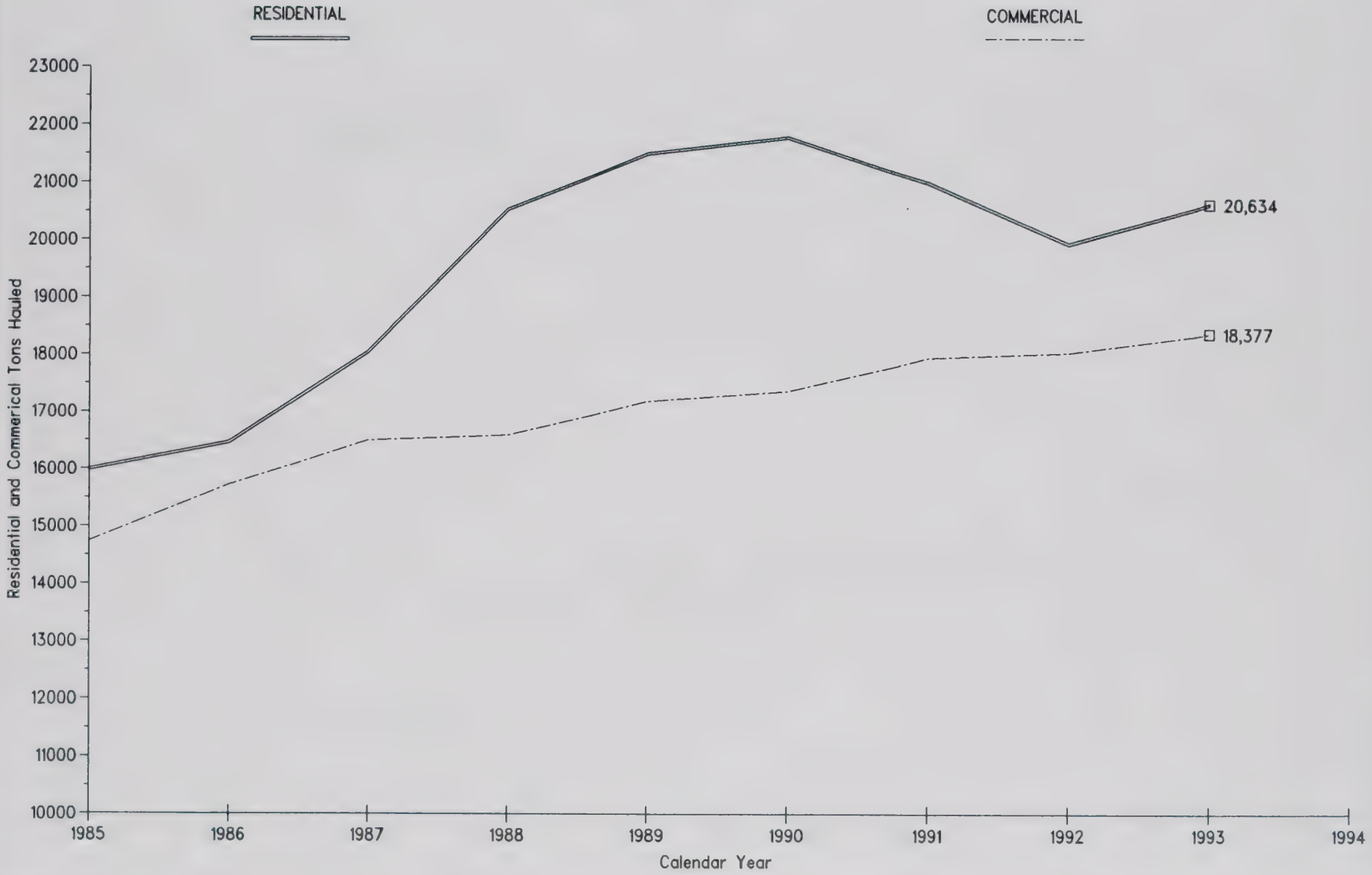


FIGURE 21

CITY OF SANTA MARIA

SOLID WASTE DIVISION

Landfill Acres Used Per Year

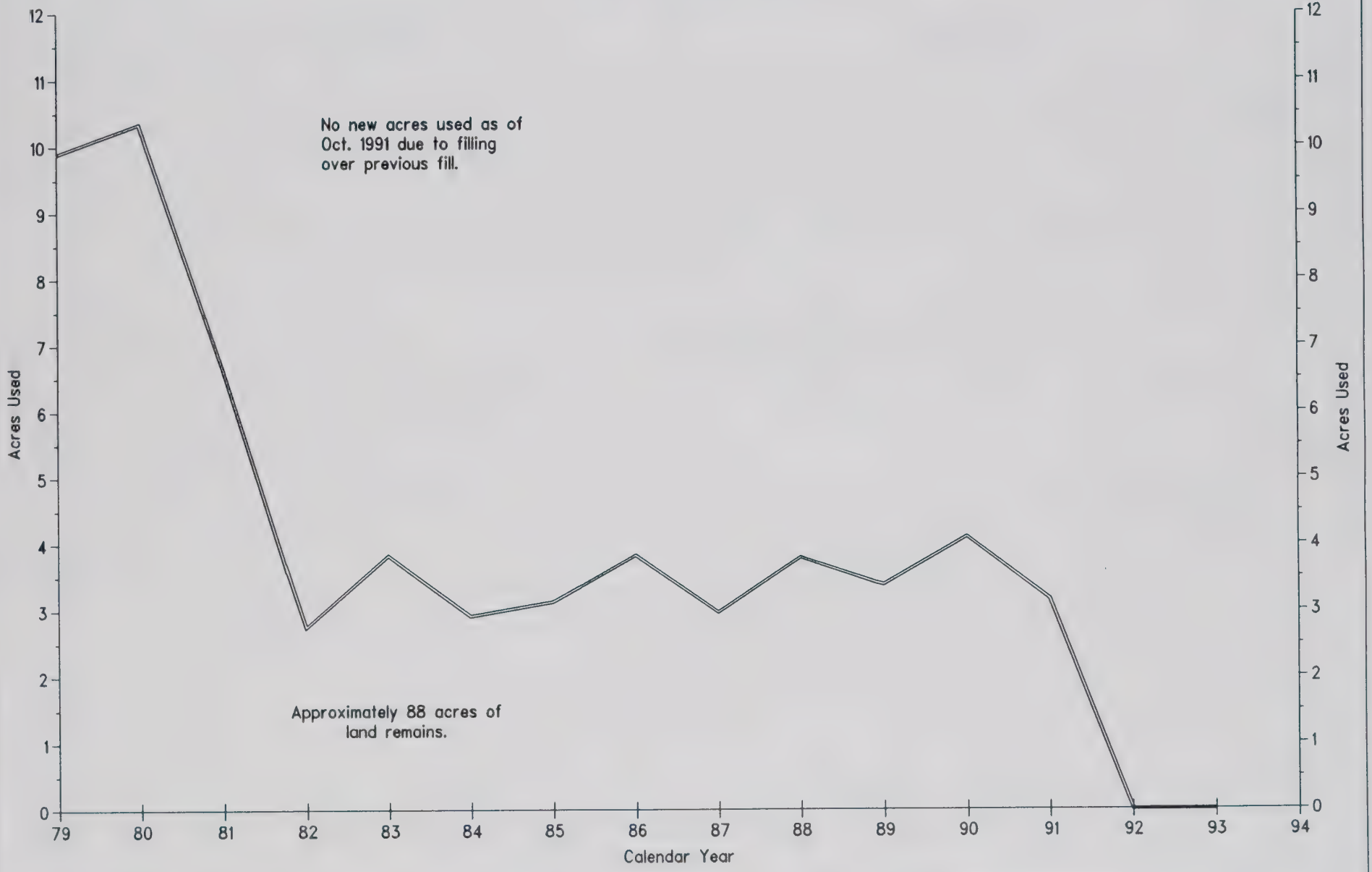


FIGURE 22

CITY OF SANTA MARIA

SOLID WASTE DIVISION

Tons Received at Landfill

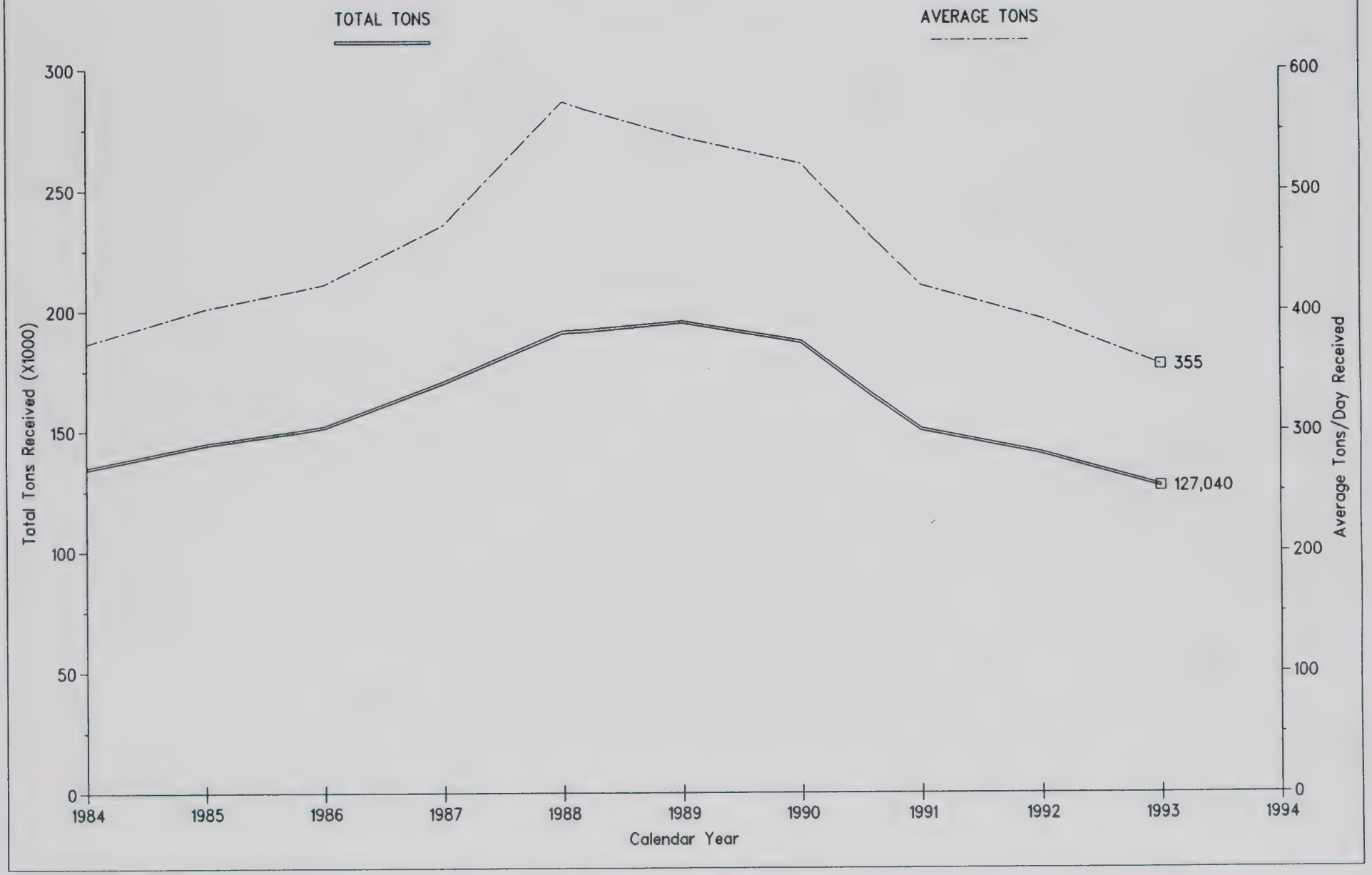
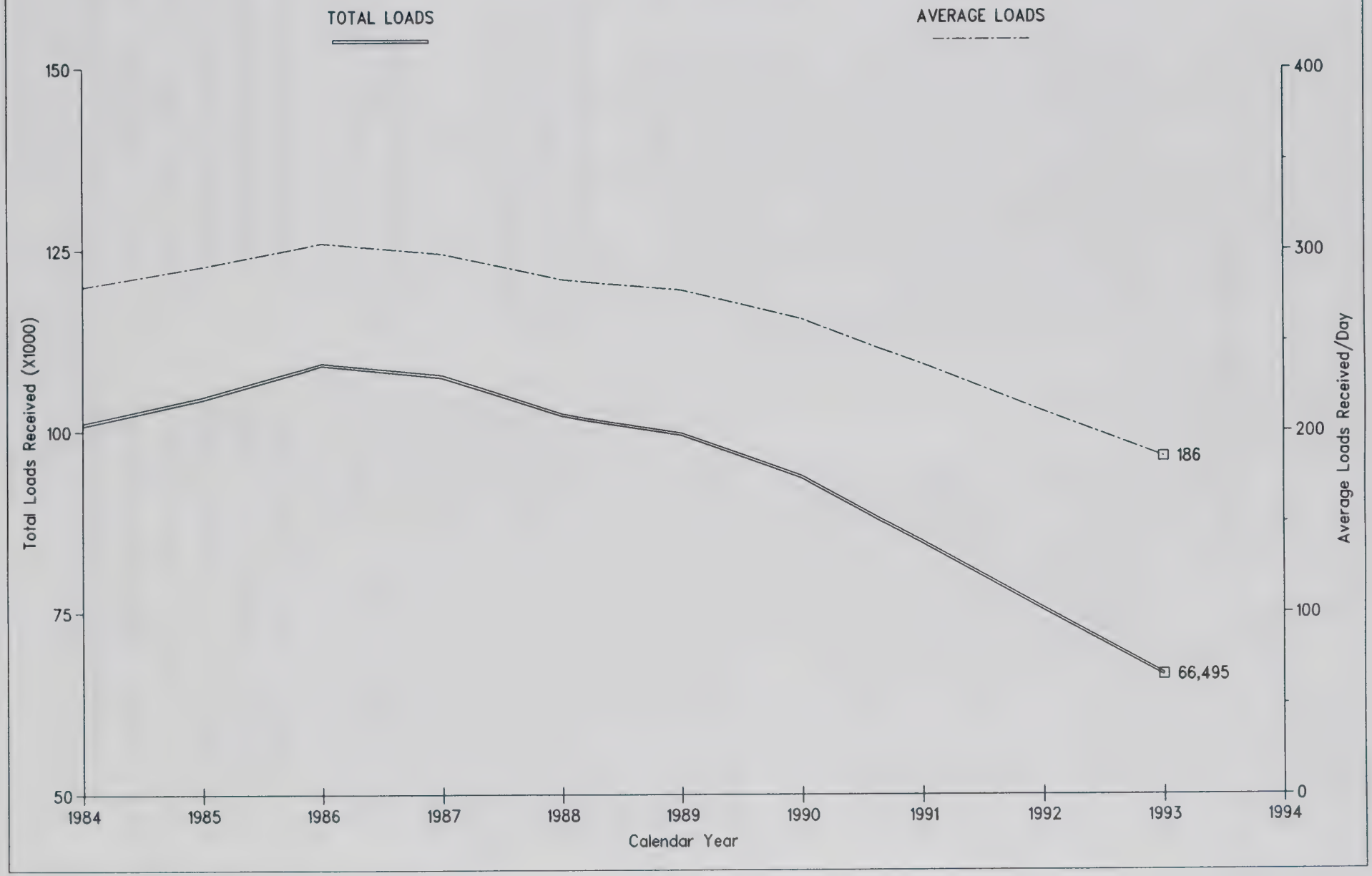


FIGURE 23

CITY OF SANTA MARIA

SOLID WASTE DIVISION

Loads Received at Landfill



STREET AND SEWER DIVISION

The Street and Sewer Division is responsible for preventative and regular maintenance of public owned travel ways and infrastructure throughout the City of Santa Maria. General areas of responsibility would include asphalt repair and chip seal preparation, concrete gutter and sidewalk repair, sign and pavement marking maintenance, street light and traffic signal maintenance, weed abatement, alley maintenance, drainage and sewer line maintenance, street sweeping and parking district maintenance. It is the goal of this division to be expedient at task and to perform all duties with professionalism.

The Street and Sewer Division labor compliment is shown on the organizational chart. These positions total a labor force of 992 staff hours per week.

Organizational changes that effected staff levels this past year are as follows:

After the retirement of the Street Electrical Supervisor the position was eliminated satisfying the need to reduce labor forces within the division. The Electrician II assisted the Superintendent in the supervisory duties of the paint and electrical shop.

A Laborer III position was vacated in December, 1993. The position was eliminated when the Graffiti Eradication Program was transferred to the Recreation and Parks Department.

Maintenance responsibility for the 196 center line miles (excludes state highways) in the city's maintained system is assisted by a preventative maintenance computer program. All requests for repairs were completed in a timely manner including requests for asphalt patching of holes excavated by the Water Division. City contractors overlaid 7.44 center line miles and chip sealed 30.71 center line miles of travel ways. No significant reconstruction was performed on city streets during this year.

Division crews completed requests at 68 locations for concrete maintenance on sidewalks, gutters, and curbs. Outside contract services provided maintenance to address approximately 212 requests. The total backlog of concrete requests at year end was 2,070.

The crews also performed traffic delineation maintenance throughout the city. A computerized inventory program tracks the history of each sign, enabling crews to stay a step ahead of most complaints.

The division provides service to 4,391 street lights and 28 traffic signals. The street light count has increased this past year due to the completion of the Shield/Cochiolo and Sierra Vista sub-divisions. The traffic signal count remains the same as last year.

The Graffiti Eradication Program was transferred to the Recreation and Parks Department in December, 1993.

Drainage and wastewater collection systems were maintained in an operative and sanitary condition throughout the year. Crews addressed all sewer stoppage requests in a timely manner. Preventative maintenance was performed on main sewer lines and underground drainage systems.

Semi-monthly sweeping of residential areas, together with the daily sweeping of commercial areas has proved effective. Crews were able to maintain city streets in safe and presentable conditions, as well as respond to special service requests, such as clean up after vehicle accidents and spills on travel ways.

The weed abatement program was completed without interruption. The seven month program was coordinated by the city and abatements were accomplished by outside contractor. It should be noted, efforts to increase public awareness of the weed abatement ordinance have resulted in a decreased number of privately owned lots requiring city abatement.

The maintenance activities for city owned portions of Santa Maria Town Centers East and West, Stowell Center parking lot, and parking districts were performed by city crews and outside contract. All services were performed in a timely manner to insure that facilities were maintained in a safe and sanitary condition. Contract supervision was provided jointly by the Street Division and Community Development Department.

The division goal for this coming year is to reorganize staff and operating procedures so that adequate personnel and equipment are available to maximize productivity on any given task. The concrete maintenance area has been targeted as an area of priority.

FIGURE 24

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
STREET AND SEWER DIVISION
ORGANIZATION CHART 1993-94

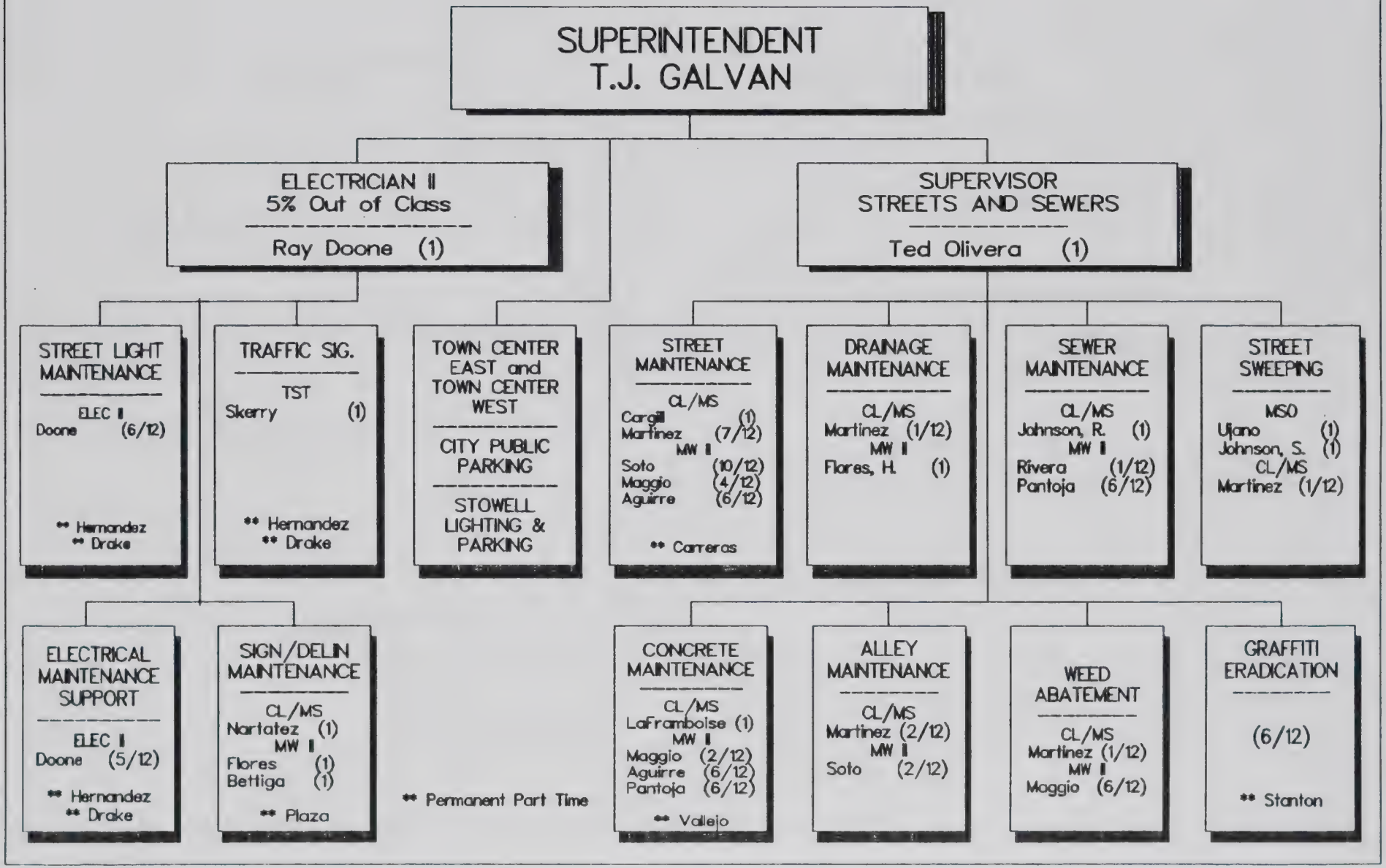
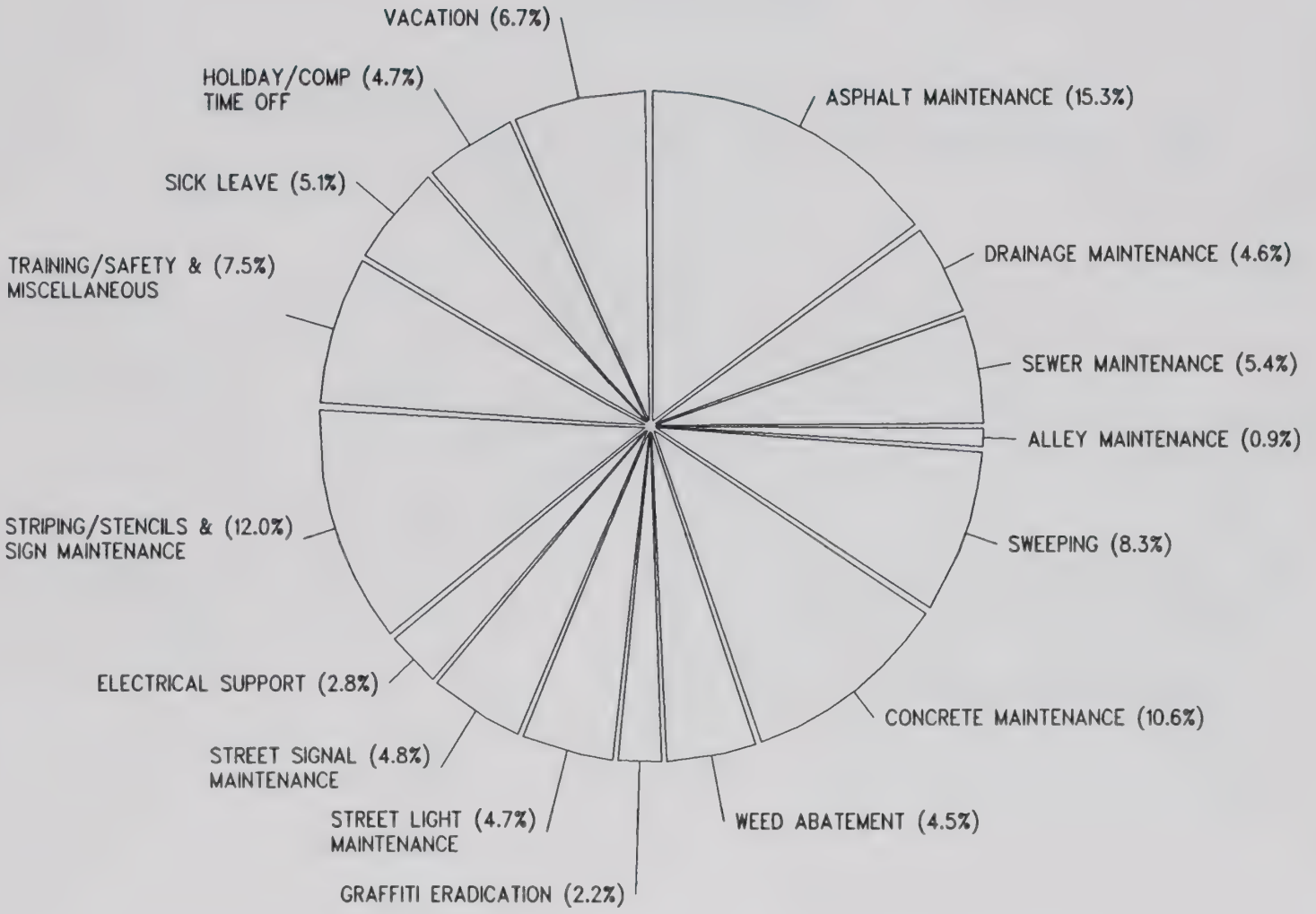


FIGURE 25

CITY OF SANTA MARIA

STREET AND SEWER DIVISION

Staff Hours Utilization 1993-1994



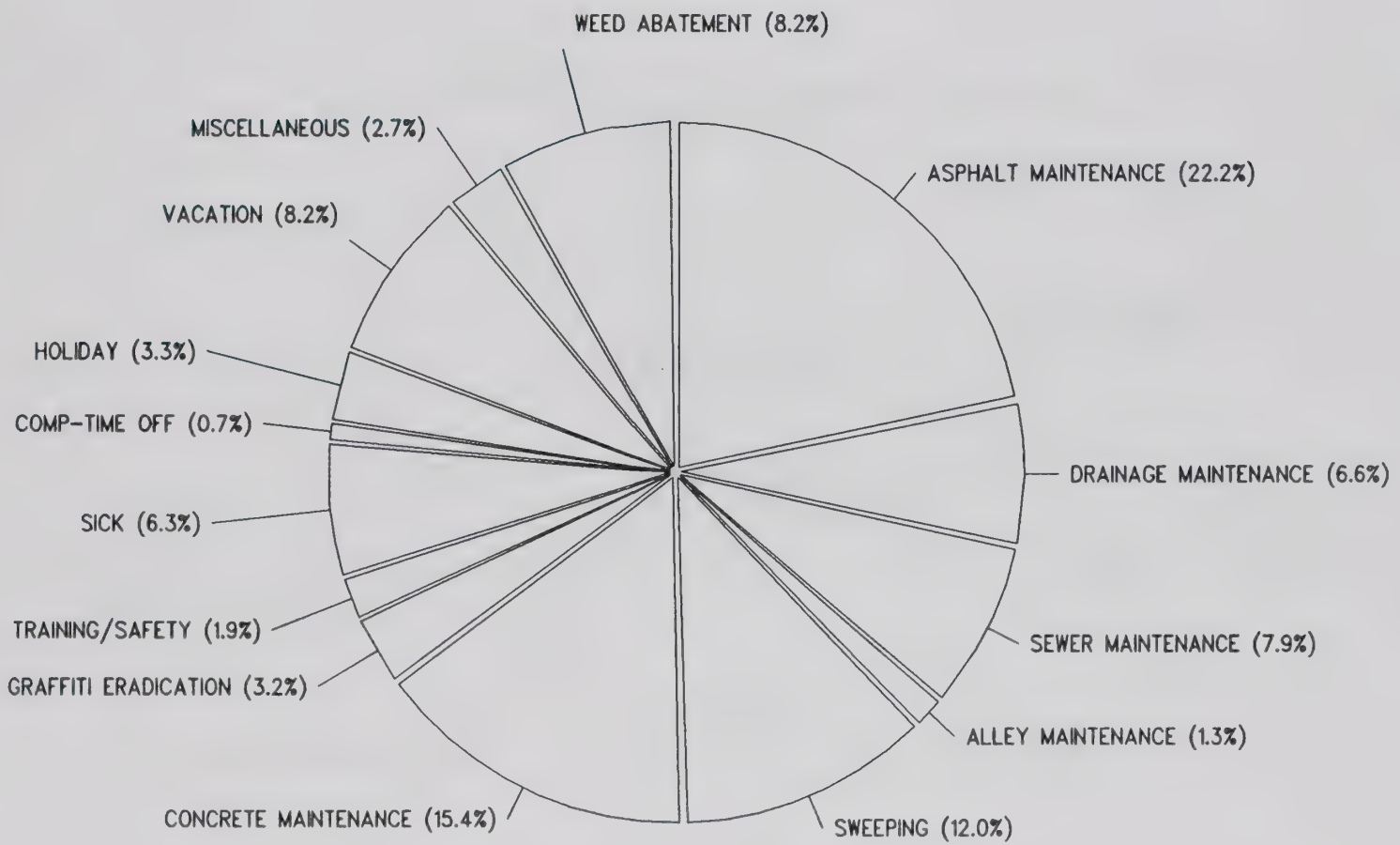
TOTAL STAFF HOURS 48,698

FIGURE 26

CITY OF SANTA MARIA

STREET AND SEWER DIVISION

Street Maintenance Sections
Staff Hours Utilization 1993-1994



TOTAL STAFF HOURS 33,003

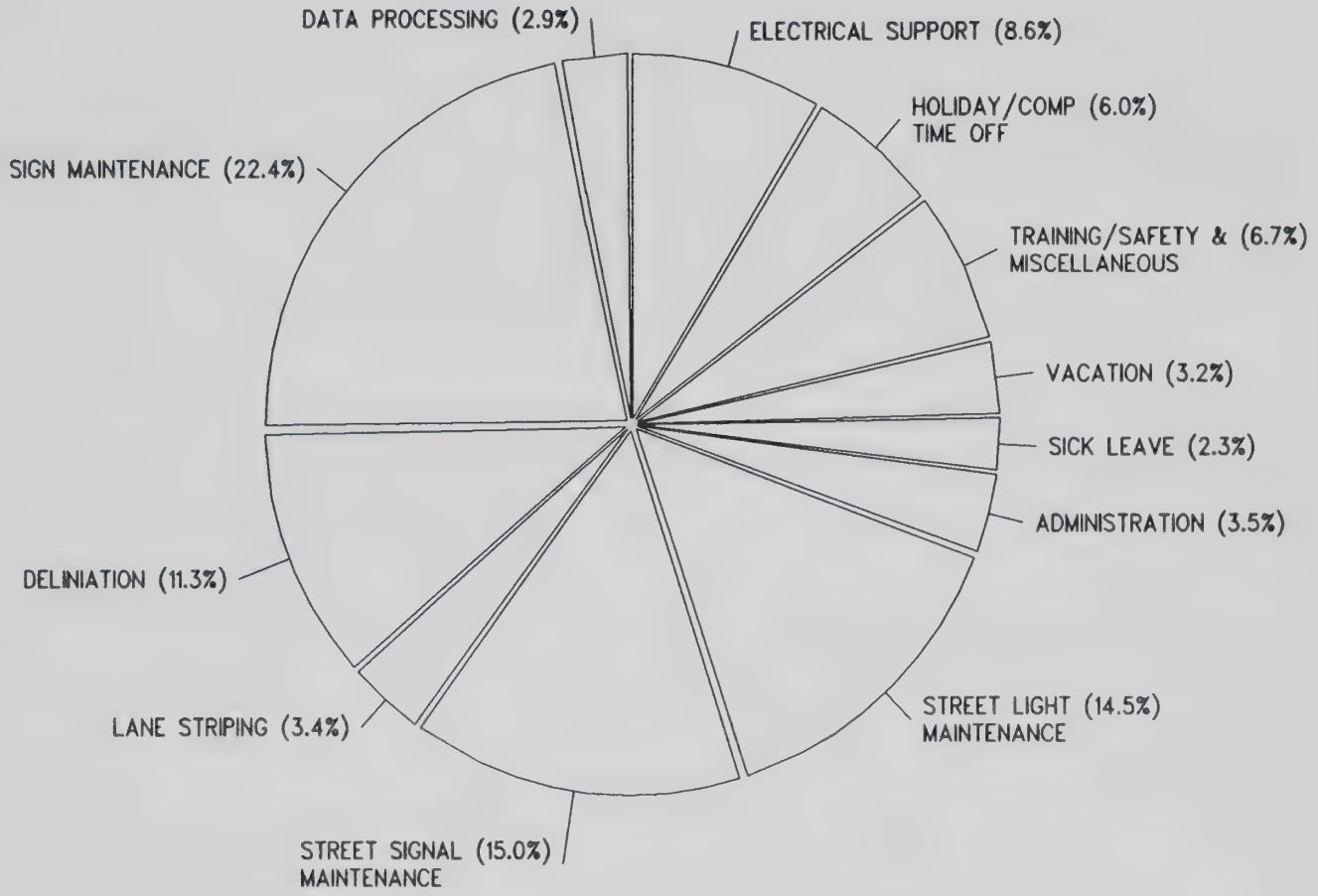
FIGURE 27

CITY OF SANTA MARIA

STREET AND SEWER DIVISION

ELECTRICAL AND TRAFFIC SECTION

Staff Hours Utilization 1993-1994

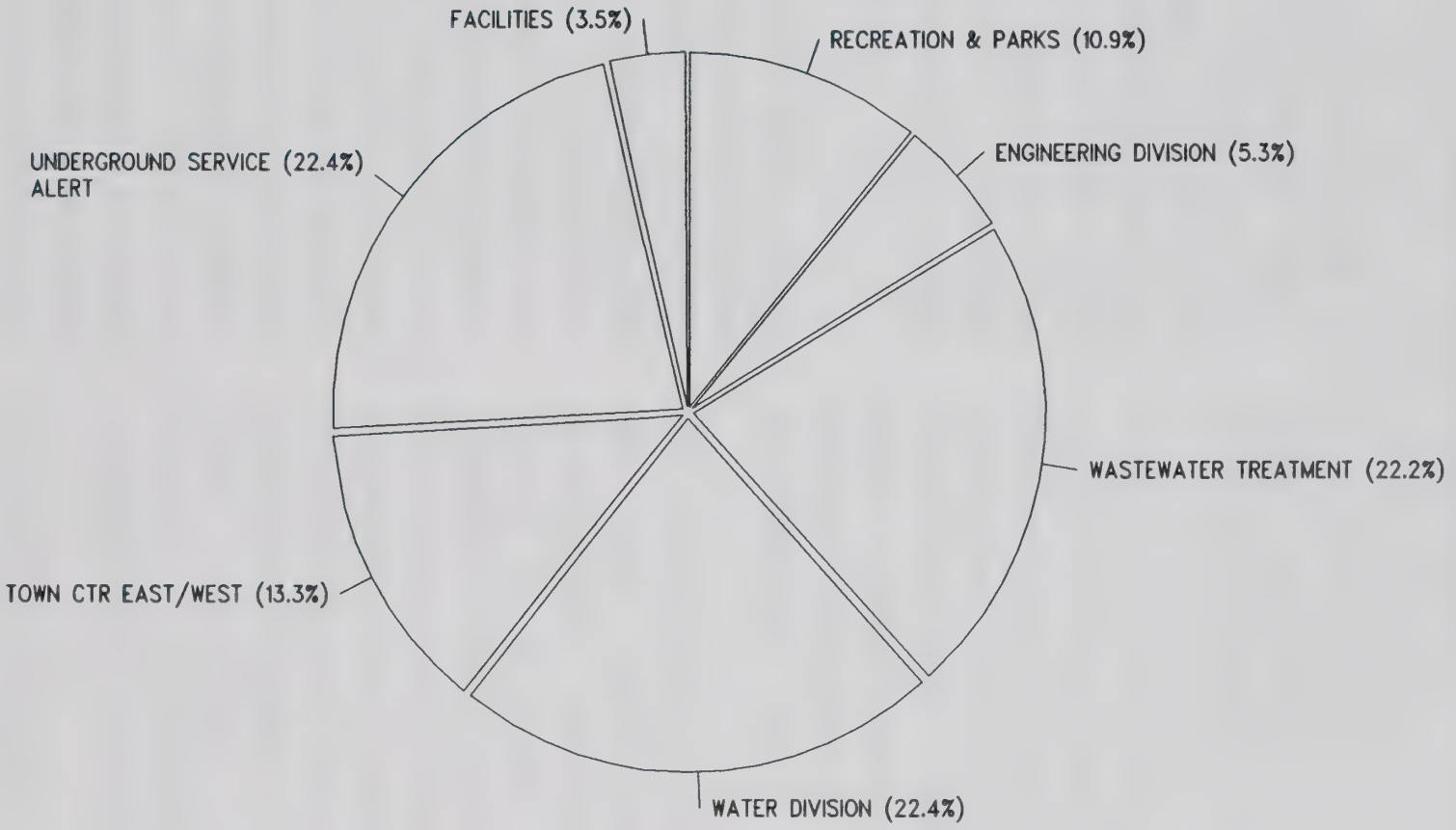


TOTAL STAFF HOURS 15,695

FIGURE 28

CITY OF SANTA MARIA

ELECTRICAL MAINTENANCE SUPPORT (1,357 Hours)
Staff Hours Utilization 1993-1994



8.6% of Total Electrical and Traffic Staff Hours

WASTEWATER TREATMENT DIVISION

The Wastewater Treatment Plant (WWTP) is located on Black Road approximately 2.5 miles west of Santa Maria. The Plant's service area includes all residential, commercial and industrial customers within the City limits. There are some minor exceptions addressed by an agreement with the Santa Barbara County Laguna Sanitation District. The wastewater treatment plant has been operated by the City at this location since 1910.

The process of wastewater treatment removes suspended solids and biochemical oxygen demand. The main function of the plant is to remove and treat objectionable constituents within the water, which if left untreated could cause disease and pollute the receiving waters. During this past year primary and secondary treatment processes have removed from the wastewater (influent) 91% of the suspended solids (ss) and 88% of the biochemical oxygen demand (BOD). The treated effluent is suitable for irrigation of permanent non-dairy pasture land and fodder crops. The WWTP effluent is discharged to 60 acres of holding ponds, and to 40 acres of pasture land. The pasture land is used and maintained by the Santa Maria High School Future Farmers of America (F.F.A.). The F.F.A. pastures sheep on this acreage and they are responsible for spreading the water, providing weed control, and maintaining the banks, levees, and fences.

The present treatment facility has a design capacity of 7.8 million gallons a day (MGD) (daily average per maximum month). This capacity will serve a population of approximately 75,000 inhabitants including design capacity for commercial and industrial wastewater. The average daily flow for Fiscal Year 1993-94 was 6.4 MGD.

The solids removed by the primary and secondary treatment processes are exposed to anaerobic digestion. Between July 1, 1993, and June 30, 1994, an estimated 7 MG of raw, thickened sludge containing approximately 6.8% solids was pumped to the plant's anaerobic digesters for treatment. The digestion process provided a 57% volatile reduction. The digested sludge was dried in earthen beds. The dried sludge is then suitable for use as a soil amendment. The City used both land disposal and composting as sludge disposal options.

The Division's operational statistics are shown in Figure 30. The data is compiled from analyses performed in the State accredited,

onsite laboratory. Certain analyses are required by the State Water Quality Control Board, while others are performed to aid in plant operations. In addition, tests were performed on industrial waste discharges to the wastewater collection system. These are necessary to verify compliance with discharge and/or to determine fees based on wastewater strength determinations. Annual analyses for "heavy metals", chlorinated hydrocarbons, and other parameters beyond the scope of the treatment plant laboratory are sent to a commercial laboratory.

Operation and Maintenance

The operation and maintenance budget for Fiscal Year 1993-94 was $1,254,680. Actual expenditures for the year were $1,200,993, a 3% reduction in planned expenditures. The Division completed all scheduled work for the fiscal year.

The wastewater enterprise fund is funded from sewer service charges, outside city user agreements (Laguna County Sanitation), grease and septage disposal charges, and miscellaneous other connection charges, user fees, and leases. The fund is adequate at this time and no changes to the adopted service rate structure are anticipated in the near future. The residents of Santa Maria enjoy some of the lowest sewer service rates in the entire state.

Industrial Source Control 1993-94

The Industrial Source Control Section is comprised of one full-time inspector and clerical support. The section is responsible for conducting the Pretreatment Program in compliance with Federal, State, and Local Pretreatment regulations. The goal of the program is to provide a first line of defense to protect the WWTP from hazardous materials which might inactivate treatment process and the groundwater basin if discharged into the sewer system. The Inspector provides information and assistance to engineers, architects, contractors, industrial users, and the general public about objectives of the City's Pretreatment Program. Source Control is also responsible for inspecting, monitoring, and permitting all discharges which enter the Santa Maria wastewater collection system.

Approximately 631 files containing concise information as required by program requirements are maintained on industries and businesses within the City. A breakdown of the various classes and number of each currently permitted, are outlined on the following page.

The breakdown by type of inspection conducted during this fiscal year can be found in the following table.

Routine/ Compliance	Greasetrap	Sand/Oil Trap	Complaint	Emergency
301	57	138	10	-0-

Breakdown of the Various Classes & Amount of Those Currently Permitted

Class I Residential	Inactive, Not on the City Sewer system. Total in Class I: 5 Permitted: No Permit Required
Class II Schools, Office Bldgs.	Non-Industrial Discharger, sanitary sewage discharged only. Total in Class II: 247 Permitted: No Permit Required
Class III Rest., Laundries, etc.	Industrial Discharger with a flow less than 25,000 GPD. Total in Class III: 370 Permitted: 281 Need Permit: 89
Class IV Heavy Industrial Dischargers	Industrial Discharger with a flow greater than 25,000 GPD or considered EPA Categorical Industry. Total in Class IV: 9 Permitted: 9

All Class IV and Categorical industries are required to submit self-monitoring reports on a monthly basis. One hundred thirty notices of violations were issued last year. Compliance was obtained on all but two (2). The Source Control section collected 28 samples from Class III and Class IV dischargers during the year. Source Control continues to sample these and other industries/businesses periodically to ensure compliance with Federal, State, and Local discharge limitations.

The residential brine reduction program continued during this fiscal year with compliance stickers being issued to those with time-clock or on-demand controllers. The commercial brine reduction program was implemented during this fiscal year. Brine dischargers who were required to discontinue salt dumping operations began hauling their brine to a permitted depository outside of Santa Barbara County.

Both the residential and commercial brine reduction programs have made a very significant reduction in the amount of total dissolved solids, sodium, and chlorides being discharged from the WWTP effluent.

The Inspector has undertaken many tasks beyond the scope of regular duties such as:

- Assisting the Water Division with the service line failures by collecting and documenting information and service line samples for litigation purposes. The Inspector responded to 217 failures during this fiscal year.

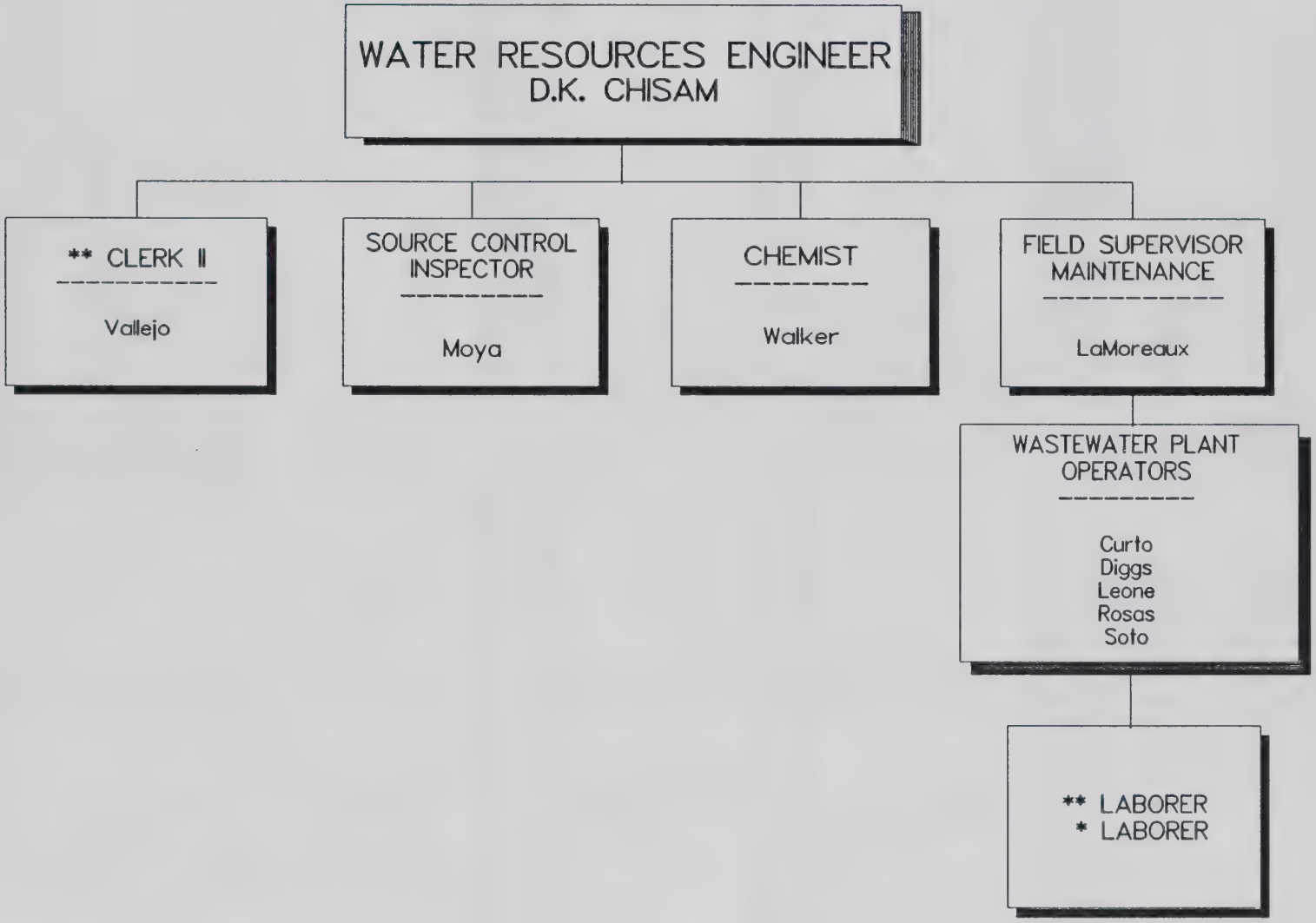
- Developing a computer database program for the Water Division's valve maintenance program.

- Overseeing the Division's computer systems and programs.

- Developing and monitoring the greasetrap recycling and septage programs.

FIGURE 29

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
WASTEWATER DIVISION
ORGANIZATION CHART 1993-94



**PERMANENT PART TIME
* 1,000 HOURS

WASTEWATER TREATMENT PLANT LABORATORY REPORT
FISCAL YEAR JULY 1, 1993 TO JUNE 30, 1994

Total Flow Metered	2334.67	MG	
Daily Average	6.40	MGD	
Days	365		
Total Gas Production Metered	30,563,955	Cu.Ft.	
Daily Average	83,737	Cu.Ft.	
Days	365		
Total Electricity Used	1,483,200	KHW	
Daily Average	4,467	KHW	
Days	332		
- WASTEWATER ANALYSIS - (mg/l unless otherwise indicated)	**Total Analyses**	**Average**	**% REM**
BOD (influent)	12	202	
BOD (effluent)	52	25	88
Suspended Solids (inf)	12	276	
Suspended Solids (eff)	52	25	91
Settleable Solids (ml/l) (inf)	364	7.3	
Settleable Solids (ml/l) (eff)	364	<0.1	
pH (no units) (inf)	364	7.8	
pH (no units) (eff)	364	7.8	
- Effluent Water Analysis -			
TDS by Conductance	363	1,209	
Grease & Oil	48	0.6	
Total Dissolved Solids	12	1,289	
Boron	2	0.44	
Chlorides	12	259	
Sulfates	2	369	
Sodium	12	212	
- Well Water Analysis - (mg/l unless otherwise indicated)			
- City Water Supply -			
Total Dissolved Solids	2	838	
Boron	2	0.10	
Chlorides	2	38	
Sulfates	2	339	
Sodium	2	54	
- SMWWTP Water Well -			
Total Dissolved Solids	2	1,607	
Boron	2	0.32	
Chlorides	2	101	
Sulfates	2	662	
Sodium	2	123	
Nitrate Nitrogen	2	27.4	
Depth to Groundwater (in ft.)	2	112	
- Ray Road Water Well (18F02) -			
Total Dissolved Solids	2	1,535	
Boron	2	0.42	
Chlorides	2	296	
Sulfates	2	414	
Sodium	2	210	
Nitrate Nitrogen	2	15.9	
Depth to Groundwater (in ft.)	2	89	

FIGURE 30
(1 of 3)

Sludge Analyses Next Page

WASTEWATER TREATMENT PLANT LABORATORY REPORT
FISCAL YEAR JULY 1, 1993 TO JUNE 30, 1994

- SLUDGE ANALYSIS -	Total Analyses	Average
Raw Thickened Sludge		
% Solids	49	6.80
% Volatile Solids	49	76.26
#1 Sludge Digester		
Volatile Acids (mg/l)	52	134
Alkalinity (mg/l)	52	4,060
pH	51	7.2
% Solids	49	2.43
% Volatile Solids	49	59.03
% Volatile Reduction		55.16
#2 Sludge Digester		
Volatile Acids (mg/l)	51	206
Alkalinity (mg/l)	52	4,297
pH	51	7.2
% Solids	49	3.23
% Volatile Solids	49	57.55
% Volatile Reduction		57.80
#3 Sludge Digester	OUT	
Volatile Acids (mg/l)	OF	
Alkalinity (mg/l)	SERVICE	
pH		
% Solids		
% Volatile Solids		
% Volatile Reduction		

Source Control Analyses Next Page

FIGURE 30
(2 of 3)

WASTEWATER TREATMENT PLANT LABORATORY REPORT
FISCAL YEAR JULY 1, 1993 TO JUNE 30, 1994

- SOURCE CONTROL ANALYSIS - (mg/l unless otherwise indicated)	Total Analyses	Average	
- Cal Compack Foods			
Biochemical Oxygen Demand	2	420	
Suspended Solids	2	1,514	
- Mission Linen Supply			
Biochemical Oxygen Demand	2	508	
Suspended Solids	2	170	
Grease & Oil	2	14	
Total Dissolved Solids	1	1,477	
Sodium, Na+	1	292	
Chloride, Cl-	1	76	
- Septage Trucks			
Al's Septic Service for pH	3	6.7	pH Units
Bark's Plumbing for pH	2	7.0	pH Units
Clay's Septic Services for pH	2	6.1	pH Units
County Sanitation for pH	4	6.8	pH Units
CWC Sanitation Service for pH	4	7.5	pH Units
Desautelle & Son, Inc. for pH	4	7.3	pH Units
Greene's Sanitation for pH	1	6.7	pH Units
Harvey's Honey Huts for pH	1	8.8	pH Units
Hernandez Sanitation Service for pH	1	8.6	pH Units
Ingram & Greene Sanitation for pH	2	6.7	pH Units
J.W. Enterprises for pH	4	8.7	pH Units
Marborg Disposal Company for pH	1	8.1	pH Units
Mission Sanitation for pH	4	8.3	pH Units
Portable Johns, Inc. for pH	4	8.1	pH Units
Soares Vacuum Service for pH	2	5.9	pH Units
Speed's Oil Tool Service for pH	2	6.6	pH Units
Suc Truc, Inc. for pH	1	8.7	pH Units
Teixeira Farms for pH	4	7.9	pH Units
Valadez Sanitation Service for pH	3	7.8	pH Units
- Surefresh Produce			
Biochemical Oxygen Demand	1	262	
Suspended Solids	1	55	
- Simplot Foods			
Biochemical Oxygen Demand	3	626	
Suspended Solids	3	84	

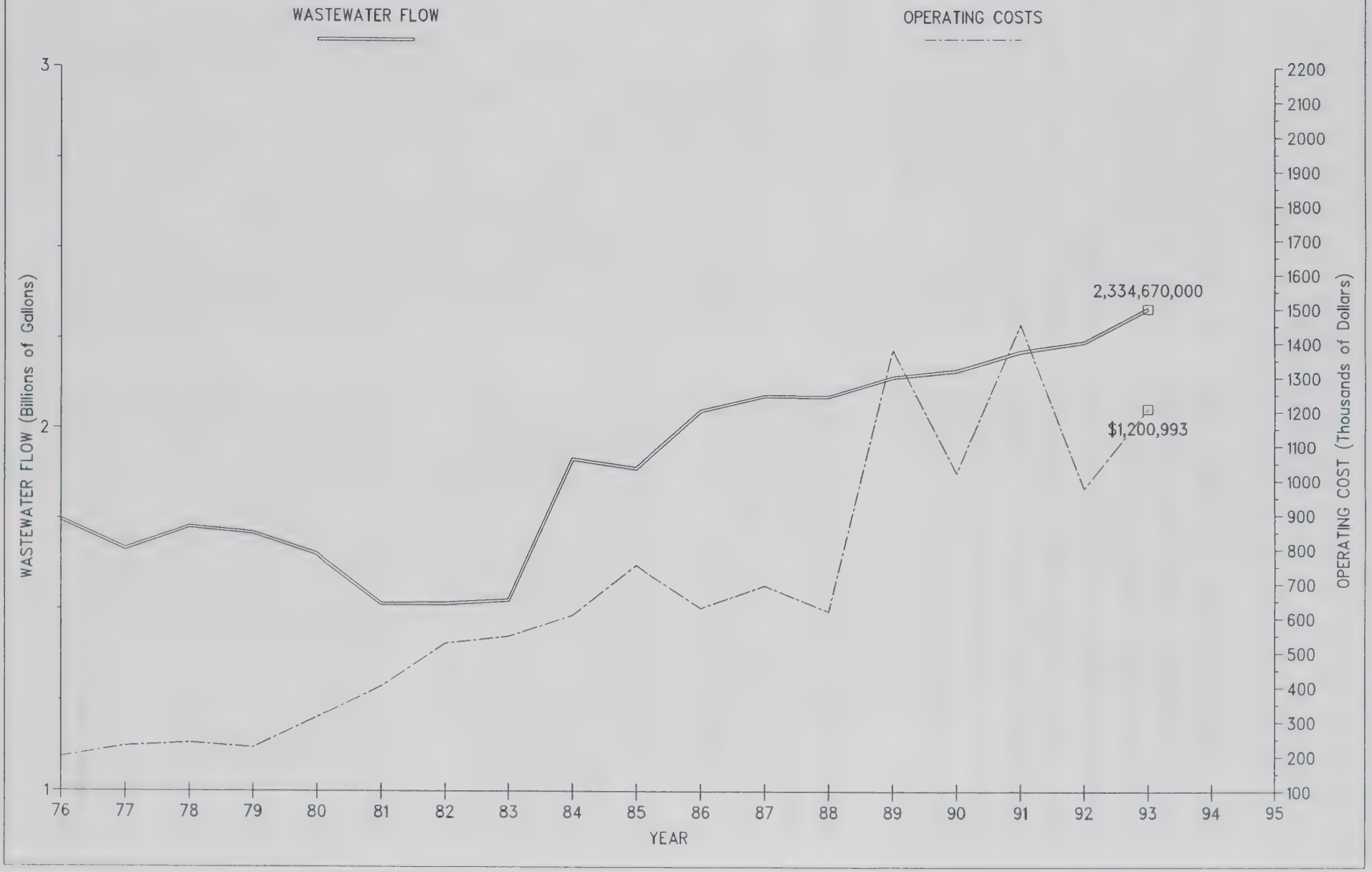
FIGURE 30
(3 of 3)

FIGURE 31

CITY OF SANTA MARIA

WASTEWATER DIVISION

Wastewater Flows and Operating Costs



WATER DIVISION

The Water Division provides water service to most citizens of the City of Santa Maria. Exceptions to this are about 490 in accounts the southern area of the City (Sunrise Hills) which is served by California Cities Water Company (CCWC) and approximately 48 county sites adjacent to the city which are served by the City. The Division is organized into two sections, Production and Distribution.

Production Section

The water production facilities consist of 11 water wells, four booster pumps, two elevated storage reservoirs (13 MG total) and two ground storage reservoirs (2.5 MG total). The City has a combined storage capacity of 15.5 million gallons. The production facilities are monitored and controlled with a new computerized telemetry system at the Public Works Department office. The computer automatically monitors and controls the pumps, the level of the reservoirs, and the pressure in the distribution system. Additionally, the computer has an alarm system that utilizes a telephone dialer to call personnel on a 24-hour basis to respond to alarms. This feature enables personnel to respond quickly to emergency equipment failures. Total production capability with all wells (except 2AS, 3H, & 4H) is 21.1 million gallons per day. Production capability has reduced by approximately one million gallons per day due to decline of the water table resulting from the drought during the late '80's and early '90's and year to year overdraft. Even though rainfall was above average during the prior winter months the water table has not returned to its normal level, and is actually two feet lower in June of 1994 than it was in June of 1992.

Wells 2AS, 3H, and 4-H are out of service due to the presence of PCE in 2AS and nitrate concentrations in 3H and 4H above the established maximum contaminate level.

During Fiscal Year 1993-94 the wells produced an average of 10.8 million gallons per day. The maximum day demand was 18.3 million gallons. The total production for the year was 3.9 billion gallons (12,124 AF). This reflects an increase of 2.9% from the previous fiscal year.

For system backup, the City maintains two interconnections between the City's system and the CCWC's system which serves mainly the unincorporated area. One is near Santa Maria Way and Miller Street and the other is on California Boulevard south of Foster Road.

Water Quality: On-going testing and monitoring is performed on the City's water system to

assure that water quality is maintained within allowable limits. Following is a listing of tests that are performed on the water supply to ensure that the quality of the water continually meets all health standards as set forth by the California Department of Health Services. City drinking water production does meet all State and Federal standards for safe drinking water.

1. **General Mineral:** Samples are collected analyzed annually from each well source and the distribution sampling station located in the 1400 block of East Alvin. Figure 33 is a plot of the average system concentration of total dissolved solids over the recent years.

2. **General Physical:** Four samples are collected and analyzed per month on a rotating basis from 20 sampling stations located throughout the distribution system.

3. **Inorganic Chemical:** Samples are collected and analyzed from one third of the wells annually on a rotating basis so that all wells are sampled every three years.

4. **Bacteriological:** Twenty samples are collected and analyzed weekly from the distribution system's 20 sampling stations.

5. **Trihalomethanes:** One sample is collected and analyzed quarterly from the distribution sampling station which is located at North Broadway and Preisker Lane.

6. **Volatile Organics:** One sample is collected and analyzed quarterly from each well source every three years.

7. **Radiological:** Three wells are sampled and analyzed quarterly every four years.

8. **Lead and Copper:** As per the EPA Lead and Copper rule, the City was allowed to reduce the number of samples required to be collected from 60 sampled twice a year to 30 samples once a year.

The City publishes annually a summary of the average quality of the water distributed through City maintained water facilities. Copies of the report are sent to the City Water customers. A copy of that summary has been attached and is labeled Exhibit A.

The *CROSS CONNECTION CONTROL PROGRAM* is a program required by the State Health Department to protect the public water supplies from potential sources of contamination (any connection that could

permit toxic or pathogenic material, or materials objectionable to taste and odor, to enter the public water system).

The following quantities of "backflow prevention" work orders were performed this past year.

* *Total number of devices in system*	*820*
* *Number installed during fiscal year*	*66*
* *Number tested during fiscal year*	*754*
* *Number repaired during fiscal year*	*131*

Distribution Section

The water distribution section is responsible for transporting water from the well and reservoir facilities to over 15,655 accounts (an increase of 1.5% during the fiscal year). This is accomplished by utilizing a distribution piping system which is approximately 250 miles long (an increase of 1.5% during the fiscal year). This section also performs the following functions: meter reading; customer service; collection of delinquent bills; meter installation, maintenance, and repair; installation of water services; and maintenance of the distribution facilities in their entirety. The income from all water sold during the fiscal year is shown on Figure 35. During Fiscal Year 1993-94 the Division continued to experience a significant amount of water service failures. Division statistics are as follows:

Function	No. Completed
1. Water meter readings	93,930
2. Water service turn-ons	2,744
3. Water service turn-offs	1,292
4. Turned of (delinquent bills)	2,217
5. Water meter re-reads	2,428
6. Miscellaneous service calls	1,761
7. New service line and taps install	4
8. Water meters installed	409
9. Water meters removed	173
10. Water meters repaired in shop	31
11. Large meters tested & repaired in field	10
12. Renovation of water meter location	301
13. Ball valves installed	258
14. Water meter vaults installed & replaced	39
15. Water line leaks repaired	1,335
16. Flushing dead-end stations	0
17. Flushing fire hydrants	1
18. Fire hydrant repairs, painting & maint.	13
19. Main line gate valves operated	5,131

State Water Project

The Coastal Branch, Phase II, of the State Water Project (SWP) is being designed and constructed by the State of California, Department of Water Resources (DWR). The Central Coast Water Authority (CCWA) project consists of three principal elements: 1) the Mission Hills Extension (MHE); 2) the Santa Ynez Extension (SYE); and 3) the Polonio Pass Water Treatment Plant (PPWTP).

The CCWA is a joint powers agency which was formed in mid 1991. The CCWA represents eleven water purveyors in Santa Barbara County. The single purpose/goal of CCWA is to implement delivery of SWP water to Santa Barbara County. CCWA is responsible for planning, design, construction, and operation and maintenance of the their project. The combined DWR/CCWA project is illustrated in

Figure 34 (copy attached). The overall project begins at the Devil's Den pumping plant in northwestern Kern County and terminates at Lake Cachuma in central Santa Barbara County.

The DWR project (Coastal Branch Phase II) consists of 102 miles of pipeline, 5 tanks, 4 pumping plants, 1 power recovery station and will terminate at Tank No. 5 on northern Vandenberg Air Force Base (VAFB). Construction commenced on the DWR project in August, 1993 and it is financed by bonds authorized in the State-wide ballot measure approved in 1960.

The MHE and SYE (CCWA Extension) incorporates 43 miles of pipeline, 1 tank, and 1 pumping plant. The PPWTP will be located with DWR storage tanks at (Tank #1) in northeastern San Luis Obispo County and will have a capacity of approximately 50 million gallons per day. Construction commenced on the CCWA project in May, 1994 and it is financed by bonds authorized in June, 1991 through elections by project participants and sold in October, 1992. VAFB and the City of Santa Maria were not participants in the bond financing program and made other financial arrangements with CCWA.

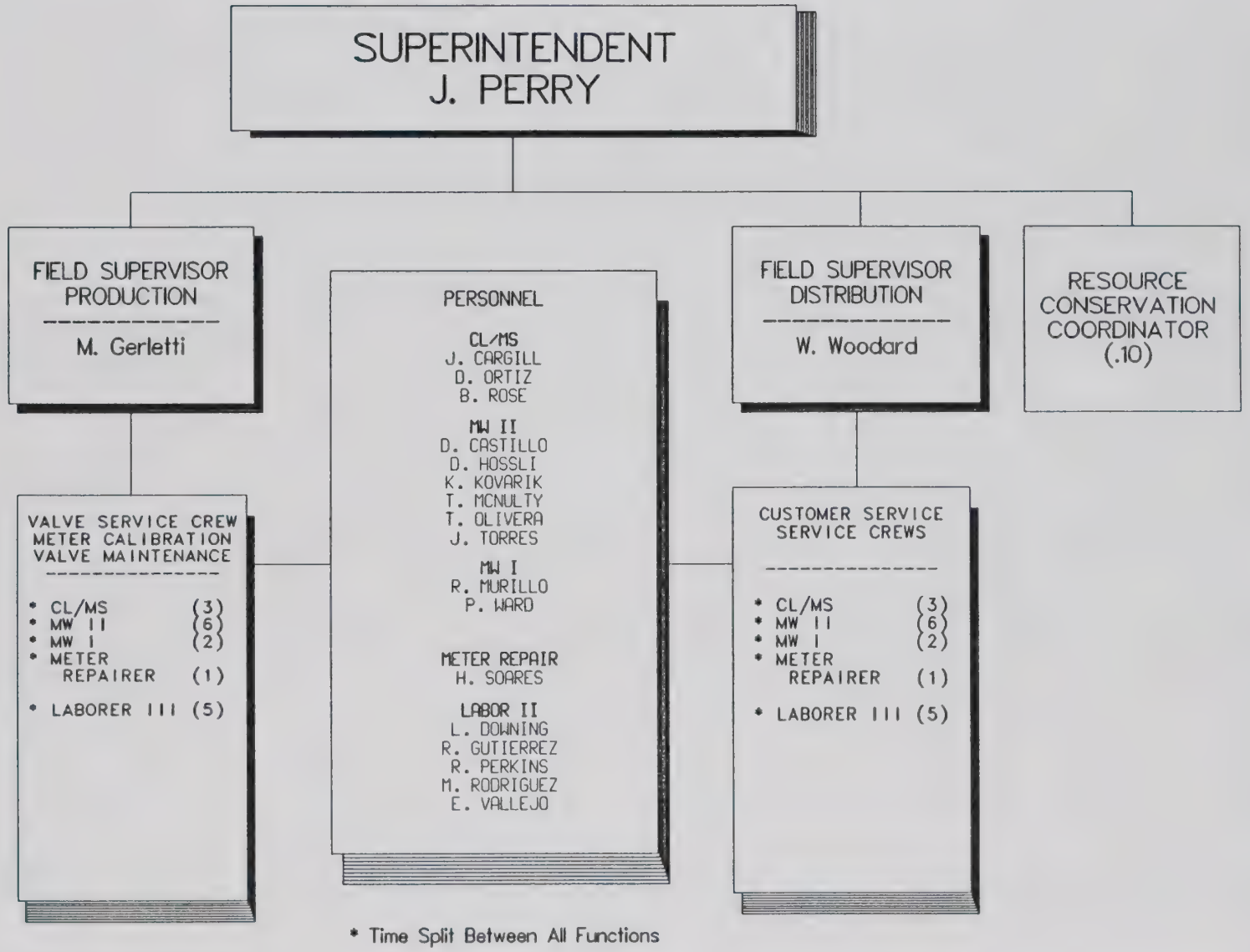
The entitlements to water agencies in San Luis Obispo County total 4,830 AFY and water agencies in Santa Barbara County total 38,578 AFY (not including drought buffer of 3,908 AFY) of which the City of Santa Maria has 16,200 AFY. Water delivery is scheduled for August, 1996.

Revenue and Expenditure

Figure 35 is a plot of annual revenue, costs, and amount of water production. The cost per acre foot reflects costs of operation and maintenance of the system, overhead, and repair or replacement of deficiencies in the existing system and capital costs for expanded service are not included.

FIGURE 32

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
ORGANIZATION CHART 1993-94



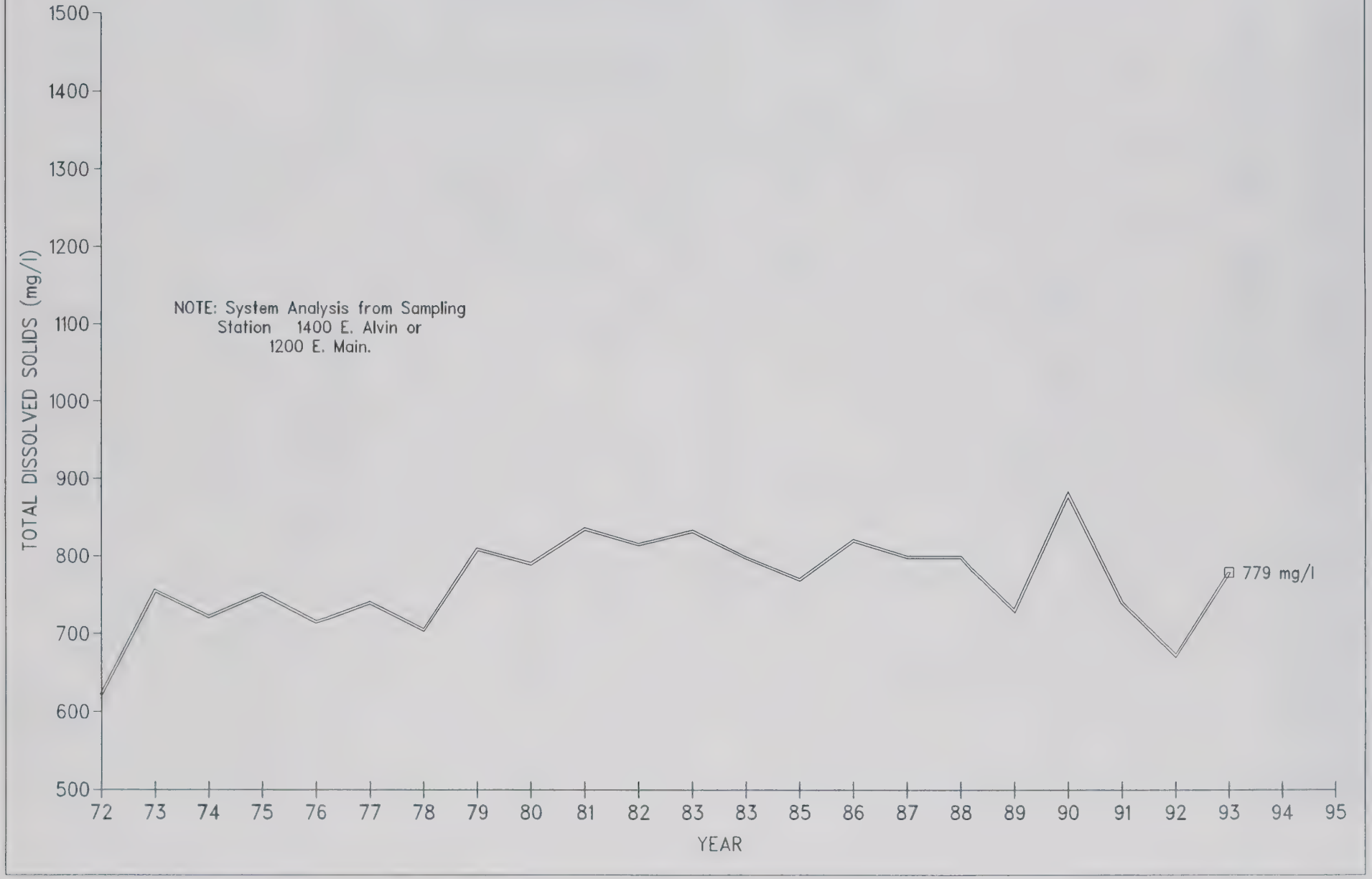
* Time Split Between All Functions

FIGURE 33

CITY OF SANTA MARIA

WATER DIVISION

SYSTEM ANALYSIS FOR TOTAL DISSOLVED SOLIDS (TDS)



Project Map

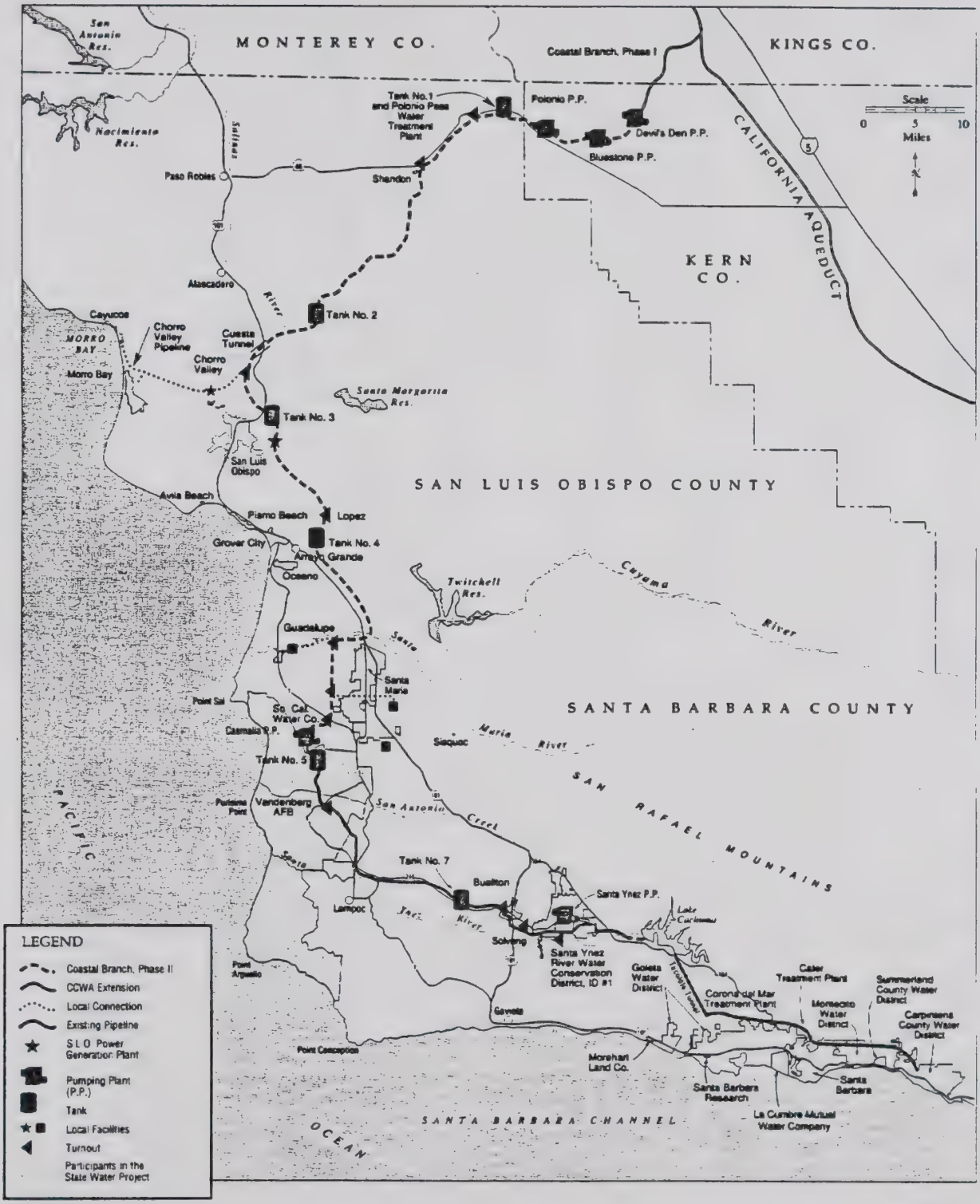


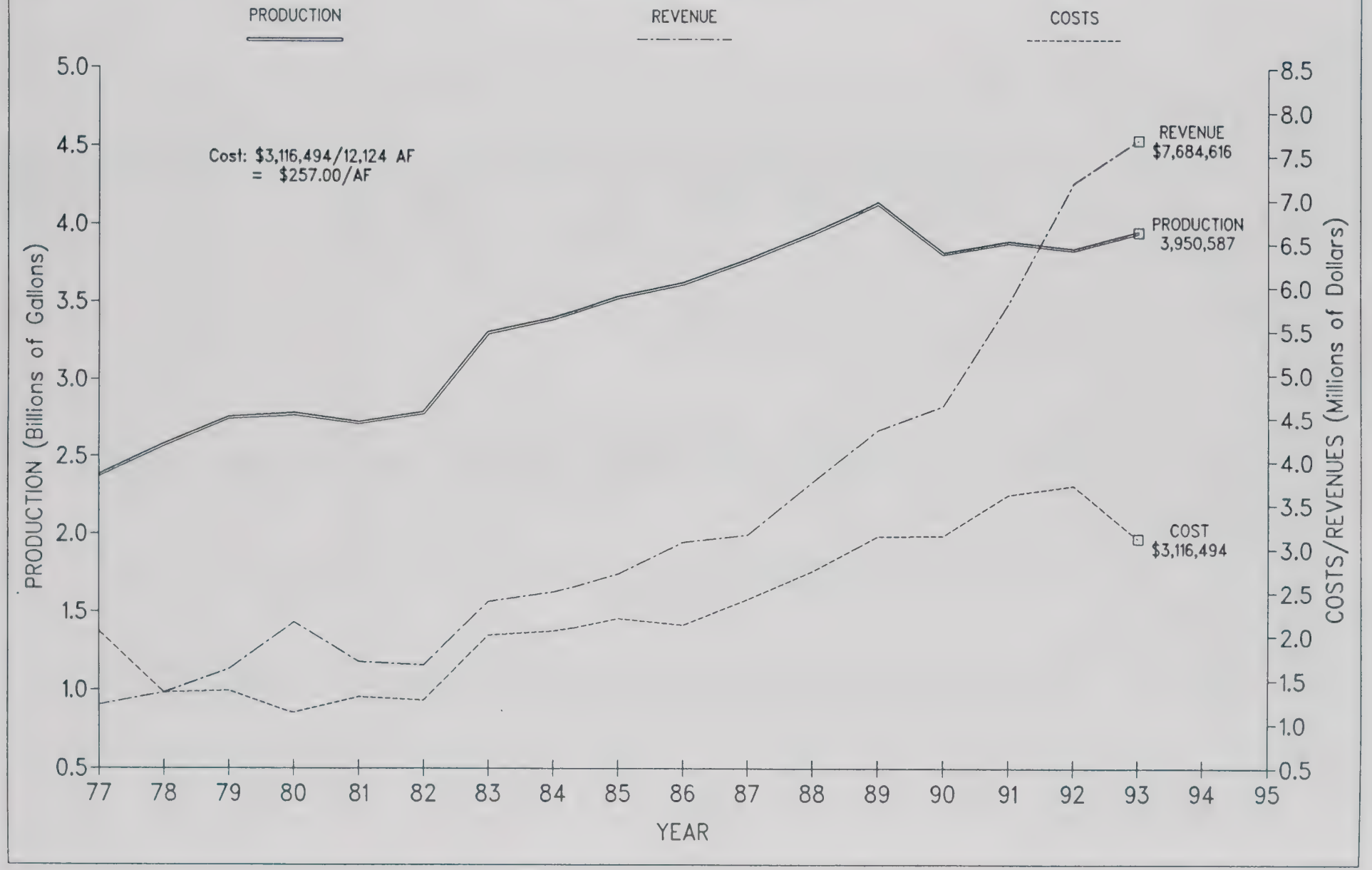
FIGURE 34

FIGURE 35

CITY OF SANTA MARIA

WATER DIVISION

PRODUCTION, COSTS, REVENUE



1993 ANNUAL WATER QUALITY REPORT

PRIMARY STANDARDS - Mandatory Health-Related Standards Established by the State of California, Department of Health Services.

PARAMETER	UNITS	MAXIMUM CONTAMINANT LEVEL	GROUND WATER RANGE
CLARITY			
Turbidity	NTU	0.5	.11-.18
MICROBIOLOGICAL			
Coliform Bacteria MPN	% Tests positive	10%	< 0.0 %
PA	% Samples positive	< 5.0	0
	No. of Acute Violations	0	0
ORGANIC CHEMICALS			
Total Trihalomethanes	mg/L	0.10	ND-.06
Endrin	mg/L	0.0002	NR
Lindane	mg/L	0.004	NR
Methoxychlor	mg/L	0.1	NR
Toxaphene	mg/L	0.005	NR
2,4-D	mg/L	0.1	NR
2,4,5-TP Silvex	mg/L	0.01	NR
Atrazine	mg/L	0.003	ND
Bentazon	mg/L	0.018	NR
Benzene	mg/L	0.001	ND
Carbon Tetrachloride	mg/L	0.0005	ND
1,2-Dibromo-3-chloropropane	mg/L	0.0002	NR
1,4-Dichlorobenzene	mg/L	0.005	ND
1,2-Dichloroethane	mg/L	0.0005	ND
1,1-Dichloroethylene	mg/L	0.006	ND
1,3-Dichloropropene	mg/L	0.0005	ND
Ethylbenzene	mg/L	0.680	ND
Ethylene Dibromide	mg/L	0.00002	ND
Molinate	mg/L	0.02	NR
Monochlorobenzene	mg/L	0.03	ND
Simazine	mg/L	0.01	ND
1,1,2,2-Tetrachloroethane	mg/L	0.001	ND
Tetrachloroethylene	mg/L	0.005	ND
Thiobencarb	mg/L	0.07	NR
1,1,1-Trichloroethane	mg/L	0.2	ND
1,1,2-Trichloroethane	mg/L	0.032	ND
Trichloroethylene	mg/L	0.005	ND
Vinyl Chloride	mg/L	0.0005	ND
Xylenes	mg/L	1.750	ND
Cis-1,2-Dichloroethylene	mg/L	0.006*	ND
Trans-1,2-Dichloroethylene	mg/L	0.01*	ND
1,1-Dichloroethane	mg/L	0.005*	ND
1,2-Dichloropropane	mg/L	0.005*	ND
Trichlorofluoromethane (Freon 11)	mg/L	0.15*	ND
1,1,2-Trichloro-1,2,2-Trifluoroethane (Freon 113)	mg/L	1.2*	ND
Carbofuran	mg/L	0.018*	ND
Glyphosate	mg/L	0.7*	ND
Chlordane	mg/L	0.00001*	ND
Heptachlor	mg/L	0.00001*	ND
Heptachlor epoxide	mg/L	0.00001*	ND
Di(2-ethylhexyl)phthalate	mg/L	0.004*	ND
INORGANIC CHEMICALS			
Aluminum	mg/L	1.	0.005
Arsenic	mg/L	0.05	0.005
Barium	mg/L	1.	0.1-0.2
Cadmium	mg/L	0.01	0.001
Chromium	mg/L	0.05	0.005
Fluoride	mg/L	1.4-2.4**	0.2-0.3
Lead	mg/L	0.05***	0.005
Mercury	mg/L	0.002	0.0002
Nitrate (as NO3)	mg/L	45.	3.1-27.0
Selenium	mg/L	0.01	0.005
Silver	mg/L	0.05	0.005
RADIOACTIVITY			
Gross Alpha Activity	pCi/L	15	4.0-4.1
Gross Beta Activity	pCi/L	50	NR
Tritium	pCi/L	20,000	NR
Strontium-90	pCi/L	8	NR
Radium 226 & 228 combined	pCi/L	20	NR

SECONDARY STANDARDS - Aesthetic Standards Established by the State of California, Department of Health Services.

Color	Units	15	5
Odor-Threshold	Units	3	0
Chloride	mg/L	500	21-61
Copper	mg/L	1.0***	< 0.02
Foaming Agents (MBAS)	mg/L	0.5	< 0.02
Iron	mg/L	0.3	.05-.24
Manganese	mg/L	0.05	< 0.005
Sulfate	mg/L	500	220-490
Zinc	mg/L	5.0	.05-.1
Total Dissolved Solids	mg/L	1000	611-1030

ADDITIONAL CONSTITUENTS ANALYZED

pH	Units	NS	7.1-7.8
Hardness (CaCO3)	(mg/L)	NS	350-610
Sodium	(mg/L)	NS	44-73
Calcium	(mg/L)	NS	83-150
Potassium	(mg/L)	NS	2-4
Magnesium	(mg/L)	NS	40-70

NTU - Nephelometric Turbidity Unit (value measuring the degree of cloudiness due to suspended particles)
MPN - Most Probable Number (of Coliform organisms)
PA - Presence/Absence
mg/L - milligrams per liter (parts per million)
pCi/L - pico Curies per liter
* Proposed Maximum Contaminant Level - has not been adopted.
** Fluoride Standard depends on temperature.
*** Action level for Lead and Copper instead of the valid value. Federal levels are expressed.
In addition to the above constituents, we have conducted monitoring for 37 additional organic chemicals for which the California Department of Health Services and U.S. EPA have not yet set maximum contaminant levels unless otherwise noted.
ND - not detected.
NR - not required.
NS - no standard.

APPENDIX A
FINANCIAL INFORMATION
1993-94

FISCAL YEAR EXPENDITURES

FUNCTION	OVERHEAD	OPERATIONS	CAPITAL OUTLAY	BOND SERVICE	FUND SOURCE(S)	
ADMINISTRATION		$ 291,887			General Water Refuse-Collection Refuse-Disposal Sewer	174,940 46,086 33,434 24,527 12,900
FACILITIES MAINTENANCE		$ 454,037	$ 519		General Water Refuse-Collection Refuse-Disposal Sewer	239,491 84,752 61,484 45,106 23,723
ENGINEERING		$ 672,817			General Water Refuse-Collection Refuse-Disposal Sewer Gas Tax	339,172 128,526 93,241 68,403 35,975 7,500
STREETS		$ 1,398,574	$ 2,229,486		General Gas Tax/TDA	1,793,141 1,834,919
SEWERS		$ 127,410	$ 57,994		Sewer	185,404
WASTEWATER	$ 340,440	$ 856,634	$ 1,794,857		Sewer	2,991,931
SOLID - Collection/Res. WASTE - Collection/Com. - Disposal - Street Sweeping	$ 362,660 $ 262,580 $ 435,440 $ -0-	$ 1,725,600 $ 1,312,447 $ 1,929,004 $ 215,689	$ 35,999 $ 56,360 $ 583,451 $ -0-		Refuse-Collection Refuse-Disposal Refuse-Disposal Refuse-St Sweeping	2,124,259 1,631,387 2,947,895 215,689
DRAINAGE		$ 67,621			General	67,621
WATER	$ 748,160	$ 4,529,879	$ 1,730,017	$ 623,779	Water	7,631,835
FLEET SERVICES		$ 1,568,204	$ 359,096		Equipment	1,927,300
PARKING DISTRICT	Closed out -- moved to 11-46 Parking Authority					
STOWELL CENTER		$ 43,273			Maintenance District	43,273
PARKING AUTHORITY		$ 220,970		$ 2,758,502	General	2,979,472
SMAT SMAT		$ 1,109,755	$ 156,192		Trans. Development Act FTA Fares STAF	542,063 465,710 167,307 90,867

NOTE: The above information should not be used as final audit figures but are reasonably accurate for the purpose of this summary.
(D) Depreciation

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